



2026 Annual Security & Fire Safety Report



September 2026

Douglas & Waycross Campuses

2026 ANNUAL SECURITY & FIRE SAFETY REPORT

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Message from the Chief of Police

Greetings,

As the Chief of Police at South Georgia State College (SGSC), I am honored to present the **2026 Annual Security & Fire Safety Report**. This report underscores our commitment to creating a safe, secure, and welcoming environment for all members of the campus community.

At SGSC, we believe that safety is a shared responsibility. Our dedicated police department, comprised of experienced and highly trained personnel, works tirelessly to ensure that our campus remains a safe and secure environment where students, faculty, staff, and visitors can thrive. We emphasize crime prevention, preparedness, responsiveness, and community engagement in all our efforts.

Our officers serve in multiple roles, including protector and mediator, as well as enforcer and information provider, engaging with the campus community and addressing their concerns. We collaborate closely with our outstanding support staff, campus community members, and law enforcement partners to maintain the secure environment we all value.

While SGSC boasts a low crime rate, we remain vigilant against potential threats. Our proactive programming aims to educate and empower our campus community, ensuring everyone has the knowledge and tools to stay safe.

I encourage you to read this report thoroughly and familiarize yourself with the resources and protocols. You contribute to a safer, stronger campus by staying informed and engaged.

Thank you for your continued commitment to safety. Together, we can ensure that SGSC remains a vibrant and secure community where people can learn, live, work, and play.

Sincerely,
Sonja McCulloch
Chief of Police
South Georgia State College



Introduction

We are pleased to present the 2026 Annual Security and Fire Safety Report (ASFSR) for South Georgia State College's Douglas and Waycross Campuses.

The Jeanne Clery Campus Safety Act mandates the annual production of this report. Ensuring the health or safety of students, faculty, staff, and visitors is the responsibility of the SGSC Clery Compliance Committee, comprising representatives from the Police Department, Human Resources, Academic and Student Affairs, Registrar, Athletics, Facilities, Title IX, Institutional Effectiveness, and the Waycross Campus.

This Report discloses crime and fire statistics for calendar years 2023, 2024, and 2025, the three most recent calendar years for which reporting is required.

SGSC makes every effort to reduce the likelihood of criminal conduct and dangerous situations. However, despite their best efforts, criminal activity may still occur. The institution emphasizes that safety and security are shared responsibilities, and community involvement, along with the principle of "If you see something, say something," is crucial.

We encourage you to read this message and become familiar with the safety programs and services offered by the College.

If you have any questions about this publication, please contact Dr. Jim Lynch, Clery Compliance Coordinator, at jim.lynch@sgsc.edu or Sonja McCulloch, Chief of Police, at sonja.mcculloch@sgsc.edu.

Safety and South Georgia State College

SGSC is committed to the safety and well-being of its campus community and visitors. The College has established procedures, policies, and programs to promote a safe and secure learning and working environment. No town, no matter how large or small, and no institution of higher education can be completely devoid of crime.

SGSC believes that a safer campus results from a partnership between multiple constituencies, commencing with individual efforts. The following information is provided to help each community member and visitor contribute to a safer SGSC.

SGSC, a state college within the University System of Georgia (USG), is a multi-campus, student-focused institution that offers associate and select baccalaureate degree programs of the highest caliber. The institution offers innovative teaching and learning opportunities, a diverse range of student activities and athletic programs, access to unique ecological sites, and various housing options, all designed to foster a diverse, globally oriented, and supportive learning environment. SGSC's main service area encompasses 15 counties in southern Georgia, with campuses in Douglas and Waycross.

South Georgia State College has partnered with Valdosta State University (VSU) to offer an entry program on its campus. The Entry Program strives to prepare students for sophomore-level courses at VSU. Entry program students complete any learning support requirements and required high school curriculum deficiencies while earning 30 credit hours in the USG core curriculum.

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SGSC offers 20 academic transfer pathways within its three associate degree programs – Associate of Arts (A.A.), Associate of Science (A.S.), and Associate of Science in Nursing (A.S.N.). In addition, SGSC provides five bachelor's degree programs designed to support the economic growth and workforce needs of south-central Georgia: Bachelor of Science in Nursing (R.N. to B.S.N.), Bachelor of Science in Biological Sciences, Bachelor of Science in Elementary and Special Education, Bachelor of Science in Management, and Bachelor of Science in Mechanical Engineering Technology.

Despite the attractive campus surroundings and locations, SGSC, like all colleges, is not immune to emergencies or crime. With that in mind, the College urges everyone to exercise the required individual and group safeguards, whether residing, studying, working, or having fun on the Douglas or Waycross Campus. Everyone in the area is urged to call the SGSC Police Department immediately if they witness dangerous situations, fires, or criminal activity.

Accessibility Statement

If you need this document in an alternate format (i.e., Braille, large print, audio, etc.) for accessibility purposes, please email Disability Services at disabilityservices@sgsc.edu.

Separate Campuses

Unless otherwise indicated, all policy statements in this report apply to the Douglas and Waycross Campuses.

South Georgia State College delivers its Entry Program on the campus of Valdosta State University. SGSC neither owns nor controls space at Valdosta State University; instruction is delivered in facilities owned and controlled by VSU, and SGSC holds no lease, deed, or written agreement conveying control of any building or property there. Because control is the test under 34 C.F.R. § 668.46(a), the VSU location is not SGSC Clery geography and is not included in the statistics in this report.

Crimes occurring there fall within Valdosta State University's Clery geography and are disclosed in that institution's [Annual Security Report](#). The College reviews this determination annually and will reclassify the location if SGSC acquires ownership or control of space used in direct support of its educational purposes.

Prohibition of Discrimination and Harassment Policy

In accordance with applicable federal and state laws, the University System of Georgia (USG) prohibits its faculty, staff, and students from engaging in any form of prohibited discrimination or harassment based on protected status (including sexual harassment). It expects these individuals to refrain from committing acts of bias within the System's jurisdiction.

The USG complies with applicable State and Federal law, which provides that it shall be an unlawful discriminatory practice for any employer because of race, color, creed, ethnicity, sex, religion, national origin, citizenship, marital or parental status, disability (including intellectual disability), age, gender, gender identity or expression, sexual orientation, pregnancy, veteran/military status, genetic information, or on any other legally prohibited basis, to discharge without cause, to refuse to hire, or otherwise discriminate against any person with respect to any matter directly or indirectly related to employment or academic standing.

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This policy ensures compliance with federal and state laws, including Title VI of the Civil Rights Act of 1964 ("Title VI"), Title VII of the Civil Rights Act of 1964 ("Title VII"), Title IX of the Education Amendments of 1972 ("Title IX"), Title II of the Genetic Information Nondiscrimination Act of 2008 ("Title II"), the Americans with Disabilities Act (ADA), the Pregnancy Discrimination Act, the Age Discrimination in Employment Act (ADEA) and any other applicable federal and state law.

Preparation of Annual Security Report & Disclosure of Crime Statistics

The Clery Act was enacted in 1990 as the Crime Awareness and Campus Security Act. In 1998, amendments renamed it the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In December 2024, the Stop Campus Hazing Act amended the law and renamed it the Jeanne Clery Campus Safety Act. The law requires colleges and universities to disclose specified campus safety and security information to current and prospective students and employees on an annual basis.

The 1998 amendments to the Higher Education Act and related changes to 34 C.F.R. § 668.46 significantly expanded institutional responsibilities and renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In December 2024, the Stop Campus Hazing Act amended and renamed the law the Jeanne Clery Campus Safety Act, commonly referred to as the Clery Act.

The College has designated a position (Clery Compliance Coordinator) as the principal official responsible for guiding and directing institutional compliance with all laws and regulations under the Clery Act and overseeing the implementation of institutional policies and procedures necessary to ensure compliance. The coordinator is responsible for ensuring Clery compliance, publishing the Annual Security and Fire Safety Report, and submitting the annual statistical report to the U.S. Department of Education. Personnel from the South Georgia State College Police Department, the Clery Compliance Committee, and the Clery Compliance Coordinator collect and compile the statistics, information, and other data required for the Report for the Douglas and Waycross Campuses in accordance with applicable statutory and regulatory requirements. Individual campus departments and units are responsible for ensuring that the Report accurately reflects policy statements pertinent to their operations.

Recordkeeping

SGSC maintains records supporting its compliance with the Clery Act in accordance with applicable federal requirements, Georgia law, and the University System of Georgia (USG) Records Retention Policy. Unless a longer retention period applies, Clery-related records are maintained for a minimum of seven years.

Clery Act Records

In addition to case-specific documentation, SGSC maintains records related to crime classification and reporting, crime prevention and awareness programming, timely warnings, emergency notifications, Clery geography, training, and other compliance activities. These records include, but are not limited to:

- Documentation supporting the classification, counting, and geographic assignment of each reviewed offense, including hierarchy-rule determinations and the basis for including or excluding an incident from the institution's Clery statistics.
- Documentation of crime prevention and awareness programs, including program dates, descriptions, attendance, and the responsible office or department.
- Copies of timely warnings issued to the campus community, together with supporting evidence of dissemination, such as emails, text alerts, or website postings.

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- Documentation of each timely warning determination, including the basis for any decision not to issue a timely warning.
- Copies of emergency notifications, including the content of the notification, the determination regarding the scope of the notification, and documentation showing how the notification was distributed.
- The Clery geography property list and documentation supporting the annual review of Clery geography.
- Minutes and attendance records of the Clery Compliance Committee.
- Campus Security Authority (CSA) training records, including training dates, materials used, and the names of individuals who completed the training.
- Proof of Annual Security and Fire Safety Report dissemination, including the notice text, electronic address, date sent, and recipient population.
- Policy revision and update history supporting changes to Clery-related policies and procedures.
- The current Campus Security Authority (CSA) list, in addition to CSA training records.
- Local law-enforcement statistics requests and responses.
- Documentation of supervised fire drills, including the date and time of the drill, facilities covered, and recorded evacuation times.
- Hazing investigation files, adjudication and appeal documentation, and final determinations and sanctions.
- Copies or archived captures of Hazing Transparency and Max Gruver Report postings, including revision dates and the dates of each twice-yearly review.
- Other records necessary to support the preparation and accuracy of the Annual Security and Fire Safety Report and related Clery compliance activities.

These records are retained for a minimum of seven years, unless a longer retention period is required by applicable law or USG policy. Archived Clery compliance records are maintained under the direction of the Clery Compliance Coordinator and are made available for review as appropriate.

VAWA and Sexual Misconduct Records

SGSC also maintains records associated with reports, investigations, and proceedings involving sexual assault, dating violence, domestic violence, stalking, and other sexual misconduct, as applicable.

Records associated with an investigation or disciplinary proceeding may include:

- Investigation records and supporting documentation.
- Determinations regarding responsibility.
- Audio or audiovisual recordings and transcripts, when applicable.
- Disciplinary sanctions imposed on a respondent.
- Remedies provided to a complainant to restore or preserve access to College programs or activities.
- Supportive measures and other actions taken in response to a report or formal complaint, including documentation of the basis for those measures or actions.
- Accommodations and protective measures provided to the parties, as applicable.
- Appeals and their outcomes.
- Informal resolution records and outcomes, when applicable.
- Records of disciplinary proceedings and related notices or decisions.

VAWA and sexual misconduct records are retained in accordance with applicable federal and state requirements and the USG Records Retention Policy.

Reporting Crimes and Other Emergencies

Maintaining a safe and secure campus environment is a shared responsibility of the South Georgia State College community. While the SGSC Police Department is responsible for law enforcement and public safety services, the active participation of faculty, staff, students, and visitors is essential to preventing crime and enhancing campus security.

South Georgia State College encourages all members of the campus community to promptly report criminal activity, suspicious behavior, and emergencies to the SGSC Police Department or the appropriate law enforcement agency. Prompt reporting enables law enforcement to respond effectively, investigate incidents, issue timely warnings or emergency notifications when appropriate, and support crime prevention efforts.

The College also encourages third-party reporting of crimes or emergencies when a victim is unable or unwilling to make a report. Reports from witnesses or other members of the campus community can help protect the safety of individuals and the campus as a whole.

Any suspicious activity, unauthorized persons, or individuals loitering around vehicles, campus buildings, or residence halls should be reported immediately to the SGSC Police Department.

Reporting to the Police Department

Crimes and emergencies may be reported in any one of the following ways:

Tiger Village I First Floor West Wing		
Douglas Campus	911	Report emergencies from any phone on or off-campus
	912.384.7675	Non-Emergency requests for police services
	912.260.4401	SGSC Police Department (Leave a message if there is no answer)
Administrative Building		
Waycross Campus	911	Report emergencies from any phone on or off-campus
	912.287.4335	Non-emergency requests for police services

These numbers connect with the 911 Center and allow a caller to report an accident or incident on any campus at any time. Remember to dial 911 for life-threatening emergencies.

Reporting Procedures

Remember that not reporting crimes allows perpetrators to commit additional, and perhaps more serious, crimes. Crime-solving often depends on how accurately and promptly the incident is reported. Therefore, you must provide as much of the following information as possible:

- The nature, type, and location of the incident.
- The number of persons involved and any distinctive characteristics (names, sex, race, age, height, hairstyle/color, glasses, clothing, etc.).
- Vehicles involved (color, type, make, model, license plate, distinctive characteristics (bumper stickers, damage, number of occupants, etc.).
- The direction of travel.

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- Description of stolen property (item, manufacturer, serial number, value, color, etc.).

Reporting In-Person

Reports can be made in person at the SGSC Police Department headquarters on the Douglas Campus at Tiger Village I, 1st Floor, West Wing. SGSC Police personnel will respond as quickly and as safely as possible to requests for immediate assistance. Response time is based on current activity and the severity of the call. Crimes against people, crimes in progress, accidents with injuries, and medical assistance are prioritized over other calls. The SGSC Police Department will investigate a report when it is deemed an appropriate response.

Additional information obtained via the investigation will also be forwarded to the appropriate department or office. All Department incident reports involving students alleging sexual violence, including sexual harassment, are shared with the SGSC Title IX Office and the Office of the Dean of Students & Housing for Student Success, who coordinate outreach and next steps.

Other Official Reporting Locations

In addition to the SGSC Police Department, crimes and concerns may be reported at the following campus locations:

Official	Location	Contact Information
Police Personnel	Tiger Village I	912.384.7675/ 911 Emergency
Dean of Students and Housing for Student Success	Tiger Village II	912.260.4416
Title IX Coordinator	Thrash Hall	912.260.4375
Assistant Director of Human Resources	Thrash Hall	912.260.4377
Director of the Waycross Campus	Administrative Building	912.449.7511

Anonymous Reporting

SGSC has a procedure for the voluntary, confidential, and anonymous reporting of crimes for inclusion in Clery statistics. Victims and witnesses who do not wish to pursue action within the USG or the criminal justice system may submit information confidentially or anonymously. Reports received this way are counted in the statistics disclosed in this Report when they meet the Clery Act definitions and geography criteria, and are assessed for a timely warning or emergency notification. Reports may be made through the Anonymous Crime Report Form (<https://www.sgsc.edu/about/anonymous-crime-reporting-form>) or the Title IX Anonymous Complaint Form (<https://www.sgsc.edu/life-at-sgsc/title-ix-anonymous-complaint-form>).

Reporting to Campus Security Authorities (CSAs)

While the College prefers that community members promptly report all crimes and other emergencies directly to the SGSC Police Department, the College also recognizes that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as Campus Security Authorities (CSA).

Under the Clery Act, certain college officials are designated as Campus Security Authorities (CSAs) based on their roles and responsibilities. CSAs include members of the SGSC Police Department, individuals responsible for campus security, and officials who have significant responsibility for student and campus

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activities. While CSAs are not responsible for investigating crimes, they are required to promptly report Clery-reportable crimes they become aware of to the SGSC Police Department or the designated Clery Compliance Coordinator so the College can assess the need for timely warnings, emergency notifications, and accurate Clery Act statistical reporting.

Who Are CSAs?

The Clery Act defines a Campus Security Authority as: "An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as a person who has the authority and the duty to act or respond to particular issues on behalf of the institution."

CSAs are individuals who, because of their responsibilities at the College, are obligated to report information about alleged Clery crimes that are either reported to them or personally witnessed by them. SGSC Campus Security Authorities include:

- Athletic Coaching Staff & Trainers
- College President and Vice Presidents
- Coordinator of Student Engagement & Success
- Division Directors and Deans
- Faculty Advisors to Student Groups
- Faculty in Residence
- Police Personnel
- Residence Life Specialist for Student Success
- Resident Assistants
- Student Affairs Personnel
- Title IX Coordinator
- Tutorial Services Coordinator

CSA Responsibilities

CSAs must promptly forward basic information about each reported crime to the SGSC Police Department. Reports should include the type of crime, where it occurred or is alleged to have occurred, the date it occurred, and the date it was reported to the CSA, along with enough detail for police to classify the incident and determine whether it has already been reported. CSAs are not required to share the names or other identifying information of victims who request confidentiality. The SGSC Police Department uses this information to assess the need for a Timely Warning and to include the incident, if it qualifies, in the College's crime statistics.

Because personnel and job duties change, someone who is a CSA one year may not be one the next. CSA status is based on job function rather than title. The Director of Human Resources and the CSA Identification Subcommittee review the list of CSAs and their functions quarterly.

CSA Training and Notifications

Employees are notified of their CSA status by the Office of Human Resources during the onboarding process and are required to complete the available training in Vector. The purpose of the training is for CSAs to:

- Identify and adhere to Clery Act requirements

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- Recognize and fulfill their responsibilities as a campus security authority
- Properly engage with reporting parties
- Locate relevant campus resources

Emails, training materials, and acknowledgments will be retained in accordance with [USG Retention Management Policies](#).

Reporting from Off-Campus Events and Locations

SGSC strongly encourages the prompt reporting of incidents that occur off campus to the appropriate law enforcement agency. The College has no officially recognized student organizations with noncampus locations.

If the SGSC Police Department is notified of an incident involving students and/or recognized student organizations or clubs, on or off campus, the Department will coordinate with the appropriate external law enforcement agencies and notify the Office of the Dean. SGSC requires all recognized student organizations and clubs to adhere to federal, state, and local laws, as well as institutional regulations – see the [SGSC Student Code of Conduct](#).

Reporting to Professional Counselors

By federal law, professional and pastoral counselors, when acting as such, are not considered Campus Security Authorities (CSAs) and are not required to report crimes for inclusion in the annual disclosure of crime statistics. When they deem it appropriate, professional and pastoral counselors are encouraged to inform persons they counsel of the College's procedures for voluntarily and confidentially reporting crimes for inclusion in the annual disclosure of crime statistics.

Reporting Clery Statistics

The Clery Compliance Coordinator submits the annual crime statistics to the U.S. Department of Education. The SGSC Police Department, Campus Security Authorities, local law-enforcement agencies, and other listed contributors provide the underlying information used to compile the submission.

No later than October 1 each year, the College sends an email notification to every currently enrolled student and every current employee. The notification states that the Annual Security and Fire Safety Report is available, briefly describes the Report's campus security, crime-statistics, fire-safety, and fire-statistics contents, provides the exact electronic address at which the current Report is posted rather than a general homepage or landing page, and states that a paper copy is available on request. The College retains documentation of the notification, including the text of the notice, the electronic address it carried, the date sent, and the population to which it was sent, for at least seven years.

Prospective students and prospective employees are notified of the availability of the College's Annual Security and Fire Safety Report when they first inquire about admission or employment, rather than only after submitting a formal application. The notice includes a brief description of the Report, the direct electronic address where the current Report is available, and information on how to request a paper copy. The Office of Admissions provides this notice in materials and electronic communications sent to prospective students and other admission inquirers. The Office of Human Resources provides the notice in employment application materials and in response to employment inquiries. Paper copies of the Report are available upon request from the Clery Compliance Coordinator at jim.lynych@sgsc.edu.

Crime Statistics Contributors

The SGSC Police Department, Clery Compliance Committee, and Clery Compliance Coordinator collect statistics, information, and data from the following sources:

- SGSC Police Department incident reports
- Campus Security Authorities (CSAs)
- Human Resources Department
- Student Affairs and Residence Life
- Athletics Department
- Title IX Coordinator's Office
- Waycross Campus Administration
- Local law enforcement agencies (Douglas Police Department, Coffee County Sheriff's Office, Waycross Police Department, Ware County Sheriff's Office)
- Other campus departments and units, as appropriate

Individual campus departments and units are responsible for ensuring that crime statistics and policy statements accurately reflect their operations and any incidents within their purview.

Compiling Clery Statistics

Using the contributors listed above, the Clery Compliance Committee compiles the annual crime statistics and supporting information for the Douglas and Waycross Campuses.

Reported offenses are classified and counted in accordance with Clery Act requirements and the applicable federal crime definitions. Where a single incident involved more than one primary crime, the Clery hierarchy rule was applied and only the highest offense in the hierarchy was counted. Arson is always counted, regardless of the hierarchy. The hierarchy rule is not applied to hate crimes, VAWA offenses, or hazing; each is counted independently and in addition to any primary crime arising from the same incident. The Clery Compliance Committee documents the classification, counting, and geographic assignment of each offense reviewed, including the reasons an incident was or was not included in the statistics, and retains that documentation for seven years.

Daily Crime & Fire Log

The Police Department generates public crime and fire logs daily from reports received through the E911 Center, from Campus Security Authorities, and local law enforcement agencies. Entries are made and updated within 2 business days. The log records, in the order received, the nature, date, time, general location, and disposition (if known) of reported crimes. Crime logs are publicly available for inspection on the College website and in person at the Police Department during regular business hours. The most recent 60 days are available online, and archived logs are available within two business days of request and are retained for seven years.

Archived copies will be made available for public inspection within two business days of a request. Access the daily crime and fire log online at: <https://www.sgsc.edu/about/clery-compliance>.

Timely Warnings and Emergency Notifications

Timely Warnings

The Douglas and Waycross Campuses receive Timely Warnings from the SGSC Police Department when a reported Clery Act crime in their Clery geography is considered to pose a serious or continuing threat to students or employees.

Timely Warning Notices are required under the federal Clery Act. The College evaluates reported Clery Act crimes to determine whether they present a serious or continuing threat to the campus community.

Timely warnings are disseminated for crimes required by law and for other reported crimes deemed appropriate under the circumstances, including those reported to Campus Security Authorities and local law enforcement agencies. The Clery Compliance Coordinator coordinates with both CSAs and local law enforcement to ensure all relevant crime reports are considered for timely warning issuance.

Issuance and Content

If a reported Clery Act crime is considered by SGSC to pose a threat to students and employees, the Chief of Police or designee, in consultation with the Clery Compliance Coordinator, is responsible for determining, on a case-by-case basis, whether the crime represents a serious or continuing threat and for issuing a warning. Timely warnings will be issued without delay as soon as the pertinent information is available.

When it is determined that a Timely Warning should be issued, communication will be delivered through the SGSC Mass Notification System, which may include campus email, phone calls, and/or text messages. A Timely Warning may include some or all of the following: the date, time, and location of the reported offense; a summary of the incident; a description of the suspect and/or vehicle; and any other incident-specific or safety-related instructions. Updates about the incident will be distributed through the same methods and may also be posted on the SGSC homepage.

The College will withhold as confidential the names and other identifying information of victims from timely warnings. Additionally, the College is not required to issue a timely warning for crimes reported to a pastoral or professional counselor.

Emergency Response Plan (ERP)

SGSC maintains an Emergency Response Plan (ERP) for significant emergencies or dangerous situations affecting the Douglas and Waycross Campuses. The plan establishes institutional decision-making, coordination with local emergency responders, communication, evacuation, and recovery responsibilities. The emergency-notification procedures below explain how SGSC confirms an immediate threat, determines the appropriate audience and message, and initiates notification without delay.

Emergency Notifications

When SGSC confirms that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring on campus, an Emergency Notification will be issued. While it is impossible to predict every such situation, examples that may warrant an emergency notification include severe weather (e.g., an approaching tornado or hurricane), gas leaks, terrorist incidents, active threats, bomb threats, civil unrest or rioting, explosions, nearby chemical or hazardous waste spills, and approaching fires. The College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification

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system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Emergency Notification Process

Step 1: Confirm the Emergency/Situation

- Process Description: Verification of credible threat through the 911 System, local emergency responders, or first-hand knowledge by authorized personnel
- Responsible Person/Organization: SGSC Police Department, with consultation from local emergency management agencies when appropriate

Step 2: Determine Segments to Receive Notification

- Process Description: Assessment of threat scope to determine if notification should be campus-wide or limited to specific areas/populations based on the nature and location of the emergency
- Responsible Person/Organization: SGSC Police Chief or designee, in consultation with senior administration

Step 3: Determine the Content of the Notification

- Process Description: Development of clear, concise messaging that includes essential safety information, instructions, and any necessary warnings while protecting victim confidentiality
- Responsible Person/Organization: SGSC Police Chief or designee, in coordination with the Director of Marketing and Communications

Step 4: Initiate the Notification System

- Process Description: Deployment of emergency messages through multiple communication channels, including Connect (email, phone, text), campus website, social media, and public address systems as appropriate
- Responsible Person/Organization: Trained personnel authorized to send emergency messages, including Building Coordinators on the Douglas and Waycross Campuses, the Director of Marketing and Communications, and SGSC Police Department personnel, with IT support and backup authorization from the VP of Enrollment Management and Information Technology

Because the on-duty officer will typically be responding at the scene of the incident, SGSC trains multiple personnel to initiate notifications so that messages can be sent without delay.

Emergency Notification Authority Contacts

Anyone with information they believe should trigger an emergency notification should contact one of the following immediately to determine whether it is appropriate to initiate the emergency notification process:

Title	Contact Information
SGSC Police Officer	912.384.7675 / 911
Dean of Students & Housing for Student Success	912.260.4416
VP of Enrollment Management and Information Technology	912.260.4259
Director of Marketing and Communications	912.260.4461
Director of the Waycross Campus	912.449.7511
Call SGSC Police at 912.384.7675 for Building Coordinator assistance	

All final decisions concerning the discontinuation of College functions, cancellation of classes, or cessation of operations rest with the President.

Emergency Notification Content

Emergency notifications will include relevant information such as the date, time, location, summary of the incident, and specific safety instructions. The emergency notification process addresses threats, including hazardous chemical spills, gas leaks, bomb threats, outbreaks of highly contagious diseases, impending natural disasters, active threats, and other situations that pose immediate danger.

SGSC has established a process to notify the Douglas and Waycross Campus communities in emergencies that present an immediate or impending threat. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following are examples that may warrant an emergency notification after confirmation: extreme weather conditions (e.g., approaching tornado, hurricane, or other extreme weather events), gas leaks, terrorist incidents, active threats, bomb threats, civil unrest or rioting, explosions, nearby chemical or hazardous waste spills, and approaching fires.

Delivery Methods

Multiple communication methods may be used to notify the campus community and surrounding areas of various emergency events that may impact SGSC students, staff, and faculty. These methods include:

Connect

The SGSC Connect message system will deliver Emergency Messages via email, phone, and/or text. Students are automatically subscribed to Connect messaging upon enrollment.

Human Resources and IT will enter SGSC employee office phone numbers and email addresses into the Connect system, respectively. Employees can “opt in” to receive texts and calls via cell phone and home phone notifications. All police department personnel, emergency response team members, and building coordinators are required to opt in with their home and cell numbers.

Contact information can be updated by contacting the IT Team members. Faculty, staff, and students may opt out through the SGSC Banner Self-Service system.

The System is populated with data extracted from SGSC information systems. Data extractions are performed several times each semester to ensure current information is available.

Other Notification Platforms

- [SGSC website](#)
- [SGSC Facebook web page](#)
- [SGSC Instagram web page](#)
- Building Telephone Paging Systems
- Public Address Systems

Communication with the Larger Community

In addition to the contact methods listed above, other emergency notification means for interested members of the public may include:

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- SGSC website (sgsc.edu)
- Coffee/Ware County Emergency Management
 - The lead agency for emergencies encompasses the county's readiness, action, and recovery efforts for calamities such as natural disasters, extreme weather events, civil disturbances, and other occurrences that significantly endanger public safety or disrupt social order.

Follow-Up Information Regarding Emergency Situations

The Chief of Police or the senior officer on duty will communicate with the appropriate college administrators, first responders, and/or the National Weather Service to determine when it is appropriate to provide follow-up information to the community. Any updates will be disseminated using the same procedures and methods as the initial Emergency Notification.

Emergency Response and Evacuation Procedures

Emergency Preparedness

Designated responders handle different types of emergencies. The SGSC Police respond to criminal incidents and active threats. Local fire departments are responsible for managing fires and hazardous materials. Emergency medical services (EMS) address all medical emergencies. For large-scale events, the Emergency Response Team coordinates efforts across agencies.

The Emergency Response Plan described above governs institutional coordination, command, communication, and use of College and community resources during emergencies. This section focuses on preparedness testing and evacuation procedures.

Drills and Tests

To ensure the effectiveness of campus emergency management plans, SGSC Building Coordinators conduct emergency response and evacuation drills with assistance from the Police Department. These drills, mandated by Clery Act regulations, evaluate and assess emergency plans and capabilities based on various scenarios. Both announced and unannounced building evacuation drills are conducted.

SGSC tests its emergency response and evacuation procedures at least once each calendar year. The annual test is an exercise of the plan as a whole, such as a tabletop or functional exercise, and may be announced or unannounced. A test of the emergency notification system alone does not satisfy this requirement. The College supplements the annual exercise with drills that test individual components of the plan, including building evacuation, shelter-in-place procedures, and the emergency notification system. In conjunction with at least one annual test, SGSC publicizes its emergency response and evacuation procedures to the campus community through campus-wide email, social media, posted notices, or other public-facing methods.

Every test and drill is documented with the date, the time, a description of the exercise, and whether it was announced or unannounced. This documentation is used to evaluate the response and update procedures as needed.

Components of the emergency notification system, including warning sirens and Connect messaging, are tested monthly by the SGSC Police Department on the first Wednesday of each month between 11:30 a.m. and noon.

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The outdoor alarm sounds with a test message, while Connect tests include email, text, and occasional phone notifications. The tests assess the institution's emergency plans and capabilities.

Evacuation Procedures

Building-specific and campus-wide evacuation plans are established. Evacuation signage is posted in all major campus buildings to guide occupants in the event of an emergency. Evacuation orders may be given through sirens, text alerts, or public address systems. The nature, magnitude, and immediacy of the emergency will determine the College's evacuation procedures. Evacuations may be for a single building, a group of buildings, or the entire campus.

Evacuation information will be disseminated using any combination of useful communication mediums, given the nature of the incident. Information may include known hazards, general directions to travel or avoid, precautions to take, and where to assemble, if appropriate.

General Building Evacuation

- During emergencies prompting a building evacuation, exit through the nearest marked exit and alert others to do the same.
- Avoid using elevators in the event of a fire and/or earthquake.
- Once outside, proceed to predetermined areas so that everyone can be accounted for.
- Designated rally points are listed in campus emergency plans. After evacuating, individuals should report to these areas, await instructions, and check in with college staff if directed.
- Ensure streets, fire lanes, hydrant areas, and walkways are clear for emergency responders.
- Do not re-enter evacuated buildings unless authorized by fire or police personnel.

Campus-Wide Evacuation

- In cases requiring a campus-wide evacuation, all non-essential personnel must immediately leave.
- Proceed calmly to your vehicle or other modes of transportation.
- Exit the campus using available roadways and walkways.
- Exercise caution when driving and be mindful of pedestrians and others who may be leaving the campus.
- DO NOT RETURN TO CAMPUS until directed by College officials.

Shelter-in-Place Procedures

To "shelter-in-place" means you should shelter in the building you are in; with a few adjustments, you can make this location safer and more comfortable until it is safe to go outside.

- Remain indoors if you are already inside.
- Gather emergency supplies and a phone for communication.
- If outdoors, quickly enter the nearest building or follow instructions from emergency personnel.
- Choose an interior room above ground level with the least number of windows.
- Close and lock all windows (tighter seal) and exterior doors.
- Compile a list of individuals present and ensure that public safety personnel are aware of your location.
- Please make yourself comfortable and await further instructions.

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If your building is damaged, follow your building's evacuation procedures (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Seek shelter at the nearest campus building. If Public Safety personnel are on the scene, follow their directions.

Campus Security Policies

SGSC prioritizes the safety and security of its students, employees, and visitors. The College maintains campus security policies that address law enforcement authority, collaboration with outside agencies, building access, and physical security measures to support a secure learning environment.

Campus Police Authority and Jurisdiction

The SGSC Police Department is the primary law enforcement agency on the Douglas Campus and provides safety and security services to the Waycross Campus. The Waycross Police Department responds to the campus for law enforcement-related issues. The Department is recognized by the Peace Officers Standards and Training (POST) Council as a law enforcement agency whose authority is derived from Georgia law.

The mission statement of the SGSC Police Department reads, "As members of the South Georgia State College Police Department, we are dedicated to excellence. We take pride in providing a secure learning environment and assisting those in need with honor and decency. We pledge to conduct ourselves in a manner that is beyond reproach by promoting unimpeachable ethical standards, professionalism, and honor." In addition to crime deterrence, prevention, and apprehension, the SGSC Police Department coordinates the institution's overall incident management planning and preparation, which includes, but is not limited to, facilitating the College's emergency operations plan; developing and conducting exercises to test plans; facilitating incident communication within the SGSC community; and conducting outreach education on college preparedness for students, faculty, and staff.

Under Section 20-3-72 of the Official Code of Georgia Annotated, SGSC campus police officers are granted the authority to make arrests on and within 500 yards of any property owned or controlled by the Board of Regents of the University System of Georgia. This legal authority enables our officers to perform their duties effectively and ensures the campus community's safety.

SGSC Police enforce federal, state, and local laws and institutional policies. All SGSC police officers are certified peace officers of the State of Georgia, having completed rigorous training at a recognized police academy. They maintain their certification by meeting annual training requirements set by the Georgia Peace Officers Standards & Training (POST) Council, including recertification in firearms and use of force.

SGSC officers are responsible for addressing criminal activity, responding to service calls, and assisting with crime prevention. In addition to filing applicable criminal charges, SGSC police refer students and employees who violate College rules and regulations to the appropriate disciplinary divisions within Student Affairs, Academic Affairs, and/or Human Resources.

Collaboration with Other Agencies

Personnel from SGSC Police collaborate closely with local and state police agencies. When additional assistance is necessary, neighboring law enforcement agencies provide support under a "Memorandum of Understanding" (MOU) established with the SGSC Police Department. For serious crimes such as rape, murder, aggravated assault, and robbery, collaboration with local police, sheriff's offices, or state

authorities is standard practice to ensure thorough investigations. Furthermore, SGSC leverages state and federal resources, including the Georgia Bureau of Investigation and the Federal Bureau of Investigation (FBI).

The Police Department maintains a Telecommunications Network terminal, enabling police personnel to access the National Crime Information Computer system and the Georgia Crime Information Center. These databases provide crucial criminal history data, driver and vehicle information, and other law enforcement information.

Security and Access to Facilities

Administrative buildings are open to students, employees, and guests during normal business hours. Academic buildings are scheduled to be open for educational or meeting purposes. Unless otherwise authorized, access to individual classrooms and laboratories is limited to faculty, staff, and students. Access to campus buildings and facilities may be obtained at other times with prior authorization from the College.

Physical security controls include authorized key/keycard access, monitored entry points, video surveillance, locking mechanisms, lighting, and routine inspections. Additional details are provided in the Security of Premises and Security and Maintenance of Facilities subsections below.

Many events on campus are open to the public; however, other activities may be limited to students and employees only. Visitors may attend college events that are open to the public or require prior approval from the authorized representative. Visitors are required to adhere to the Code of Conduct.

Generally, the premises of the Douglas Campus are not in use after 11:00 p.m., except for residential students and approved overnight guests. The Waycross Campus facilities are not in use Monday through Friday after classes have ended. Faculty and staff are granted access to campus buildings after hours, but must ensure the building is secure upon departure. The campus grounds are open for recreational and physical activities during daylight hours, until dusk.

Buildings will be secured according to schedules developed by the department responsible for the facility. Examples of fluctuating building hours include the SGSC Library, Clower Center, Wellness Center, and Dining Hall. Emergencies may necessitate changes or alterations to posted schedules.

Security of Premises

The security of the premises is maintained through patrol efforts by SGSC personnel and local law enforcement entities. Additional methods of security include:

Video Surveillance

SGSC has extensive video monitoring capabilities. Video cameras are strategically positioned throughout the Douglas and Waycross Campuses. Cameras record continuously and may be actively or passively monitored. For additional information regarding video surveillance at SGSC, including camera placement, access restrictions, and data retention practices, please refer to the College's [Video Surveillance webpage](#).

Key Control

A comprehensive key control program is in effect at SGSC. Facilities personnel establish and maintain a list of mechanical keys to support campus operational needs. As needed, audits are conducted to verify issued keys and maintain appropriate accountability. The Information Technology division is responsible for electronic access and related maintenance. Access levels are established based on security requirements and authorized use of campus areas.

Environmental Design & Exterior Lighting

Shrubby, trees, and other vegetation on campus are trimmed regularly. Trimming shrubbery deters individuals with criminal intent who may use such vegetation to disguise or hide. Facilities and Police personnel continually survey the campus grounds to ensure a safe environment.

Exterior lighting is an important part of the institution's safety commitment. Most parking lots, pedestrian walkways, and building exteriors are well-lit. A comprehensive survey of all exterior lighting is conducted by representatives of the Physical Plant and Police Department at least annually. Members of the campus community are encouraged to report any exterior lighting deficiencies to the Physical Plant.

Locking Mechanisms

A cooperative effort between SGSC Police and facilities personnel is used to survey exterior doors, ensuring that each door and its locking mechanism are functioning properly. Exterior doors on campus are locked and secured each evening by the SGSC Police Department or building personnel. Door and security hardware operating deficiencies are reported by SGSC personnel to Facilities and IT when problems are observed.

Security and Maintenance of Facilities

SGSC Facilities and Police share responsibility for identifying and correcting physical-security and life-safety conditions. Maintenance includes door and locking hardware, broken windows, fire protection, ventilation, lighting, pathways, and other building or grounds conditions that may affect safety. Police conduct routine patrols and safety checks, while Facilities performs routine and preventive maintenance, repairs, renovations, service requests, and required equipment or building inspections. Identified deficiencies are referred for corrective action.

Residence Halls

Residence Halls are secured 24 hours a day and operate under a computerized access control system, which is maintained by Residence Life and Housing. Identification cards are coded so that only residential students can gain entry.

Access is limited to current residents, their registered guests, who are required to be registered upon entry at the desk, and approved campus community members. Residents are responsible for ensuring that guests are aware of the College and Residence Hall policies. During extended breaks, the doors of all halls are secured, and issued key cards are deactivated.

Missing Persons Policy (For Residential Students)

Students living in on-campus housing may designate a confidential contact person to be notified within 24 hours if they are determined missing. This information is collected during move-in or via the housing portal and is stored securely. It is only accessible to authorized campus officials and disclosed to law

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enforcement solely in connection with a missing person investigation.

In compliance with the Clery Act, 20 U.S.C. §1092(j), and the implementing regulations at 34 C.F.R. §668.46(h), the College has established the following Missing Persons Policy (For Residential Students) and related procedures for students who reside in on-campus housing. For purposes of this policy, the term "student" refers to any individual residing in on-campus student housing.

A student will be considered a missing person if the student's absence is contrary to their usual pattern of behavior, if unusual circumstances may have caused the absence, or if a roommate, classmate, faculty member, or other person has not seen the student within a reasonable period of time. A reasonable amount of time may vary with the time of day, along with the student's daily schedule, habits, punctuality, and reliability. Such circumstances may also include, but are not limited to: concern that the student may be the victim of foul play, has expressed suicidal thoughts, may be drug dependent, may be in a life-threatening situation, or has been in the company of persons who may endanger the student's well-being.

If a student who resides in on-campus housing is determined by SGSC Police to be missing, the College will initiate the required notification procedures without waiting 24 hours. Required notifications will be made within 24 hours after the determination that the student is missing. Investigative efforts begin immediately upon receipt of a report.

Students, employees, or others should immediately notify the SGSC Police Department. Reports may also be made to the Dean of Students and Housing for Student Success or the Vice President for Academic and Student Affairs. Any report received by an official other than SGSC Police must be referred immediately to SGSC Police so that an investigation can begin without delay.

Confidential Contact Information (34 C.F.R. §668.46(h)(2))

1. All students residing in on-campus housing are afforded the opportunity to designate a confidential contact person or persons to be notified within 24 hours after the College determines that the student is missing. The designation is made during housing registration and may be updated at any time via the housing portal or by contacting the Office of Residence Life and Housing.
2. The confidential contact information is maintained by the Office of Residence Life and Housing and may only be accessed by authorized campus officials and law enforcement in furtherance of a missing student investigation.
3. If a student under the age of 18 and not emancipated is determined to be missing, the College will notify a custodial parent or guardian in addition to the designated confidential contact within 24 hours of the determination.

Official Notification Procedures (34 C.F.R. §668.46(h)(3))

1. Any individual on campus who has reason to believe that a student is missing must immediately notify SGSC Police. SGSC Police will begin an investigation without delay.
2. SGSC Police will gather essential information (e.g., physical description, clothing last worn, last known location, known associates, vehicle information, class/work schedule, state of health, and photograph) and work with the Office of Residence Life and Housing and other officials to determine the student's whereabouts.
3. If the student cannot be located and SGSC Police determines that the student is missing, the following notifications will occur within 24 hours after that determination:

- a. The confidential contact designated by the student will be notified within 24 hours after the determination that the student is missing.
 - b. If the student is under 18 and not emancipated, the custodial parent or guardian will be notified within 24 hours after the determination that the student is missing.
 - c. Appropriate local, county, or state law-enforcement agencies will be notified within 24 hours after the determination that the student is missing, regardless of whether the student designated a confidential contact. The student will be entered into the GCIC/NCIC Missing Person databases, and SGSC Police will cooperate fully with outside agencies in accordance with law and applicable state and federal reporting requirements.
4. The Vice President for Academic and Student Affairs, the Dean of Students and Housing for Student Success, and/or the Chief of Police will assist in the notification process. Required notifications will be made within 24 hours after the determination that the student is missing; earlier notification may occur when appropriate for student safety.

For commuter students, the reporting person should notify local law enforcement directly. SGSC Police will assist as requested.

Well-Being Verification

If the student is located, SGSC Police will verify the student's safety and intention to return to campus. The student's name will be removed from GCIC/NCIC databases, and appropriate agencies will be notified. The student's confidential contact will also be informed of the student's return. Where appropriate, referrals will be made through the Uwill or other campus support resources.

Alcoholic Beverages and Illegal Drugs Prohibitions

SGSC supports the provisions of the Drug-Free Schools and Communities Act of 1989 and the Drug-Free Workplace Act of 1988. The College encourages a healthy environment for its students, employees, and guests. To this end, we

- adhere to the policies and procedures regarding a drug-free workplace established by the University System of Georgia;
- promote education and training programs regarding alcohol and other drug use/abuse;
- have an employee assistance program;
- provide wellness programs and activities for employees and students; and
- are a drug, alcohol, and tobacco-free campus.

In the interest of the personal health and safety of the campus community, SGSC strictly prohibits the possession, manufacture, distribution, sale, or use of illegal drugs and alcohol on the Douglas and Waycross campuses. Police personnel enforce applicable local, state, and federal laws regarding illegal drugs and alcoholic beverages, including laws prohibiting underage drinking. College alcohol and drug policies also apply during College-sponsored trips or activities and to students conducting College-related business or activities off campus. Any disciplinary action is handled under the applicable Student Code of Conduct, employment policy, or other College policy.

Board of Regents Policy Manual - Disciplinary sanctions for students convicted of a felony offense involving the manufacture, distribution, sale, possession, or use of marijuana, controlled substances, or other illegal or dangerous drugs shall include the forfeiture of academic credit and the temporary or permanent suspension or expulsion from the institution. All sanctions imposed by the institution shall be subject to review procedures authorized by the Board of Regents Policy on Application for Discretionary Review.

Employees or students who violate the Alcohol and Other Drugs Policy will be subject to disciplinary action, up to and including termination of employment, expulsion from the College, and referral for criminal prosecution. A drug conviction generally does not affect a student's eligibility for Title IV federal student aid. However, a student may be ineligible if subject to a federal drug-abuse hold on certain federal benefits.

Any disciplinary action will be consistent with the College's and the Board of Regents' policies, as well as applicable local, state, and federal laws.

Any individual who violates Georgia law and/or the policies stated in the [Student Code of Conduct](#) may be subject to sanctions including expulsion, suspension, conduct probation, fines, restitution, or compensation.

These prohibitions apply, at a minimum, to all property owned or controlled by SGSC and to any activities conducted by the College, whether on or off campus, in compliance with the [Drug-Free Schools and Communities Act Amendments of 1989](#).

Some Alcohol-Related Crimes in the State of Georgia

It is illegal for:

- Minors (persons under the age of 21) to purchase or possess alcoholic beverages (Refer to O.C.G.A. 3-3-23(a)(2)).
- Adults to contribute to the delinquency of a minor through the purchase, sale, or providing of alcoholic beverages (Refer to O.C.G.A. 3-3-23 (q)(1)).
- Anyone to use false identification to obtain any alcoholic beverage illegally (Refer to O.C.G.A. 3-3-23(a)(5)).
- Anyone to operate a motor vehicle while under the influence (Refer to O.C.G.A. 40-6-391).
- Refusing to submit to a chemical test (Refer to O.C.G.A. 40-5-67.1, 40-6-392).
- Anyone to give an alcoholic drink to a person in a state of noticeable intoxication (Refer to O.C.G.A. 3-3-22).
- Anyone to possess an open container of alcohol in a vehicle (Refer to O.C.G.A. 40-6-253).
- Anyone to be intoxicated, boisterous, or loud using profane or inappropriate language in a public place or on property not his own (Refer to O.C.G.A. 16-11-41).

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Some Drug-Related Crimes in Georgia

It is illegal under Georgia law:

- To possess, manufacture, deliver, distribute, dispense, administer, or sell any amount of marijuana or other "controlled substances," such as methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, hashish, etc. This includes prescription medication without proper authorization (Refer to O.C.G.A. 16-13-30).
- Chase's Law amended O.C.G.A. 16-13-25 to make synthetic marijuana a Schedule I Controlled substance.
- To possess drug-related objects (Refer to O.C.G.A. 16-13-1, 16-13-32.2).
- To abandon controlled substances (Refer to O.C.G.A. 16-13-3).
- To possess drugs within one thousand feet of a school (Refer to O.C.G.A. 16-13-32.4).

If you have questions concerning alcohol or drug policies, procedures, referrals for disciplinary actions, and education programs, please contact one of the following:

- SGSC Police Department (912.384.7675 / 911)
- Dean of Students & Housing for Student Success (912.260.4416)
- Director of Human Resources (912.260.4301)

Alcohol and Other Drugs Prevention, Intervention & Recovery Support

In accordance with the Drug-Free Schools and Communities Act (DFSCA), SGSC conducts a biennial review of its Alcohol and Other Drug (AOD) programs and policies. This review evaluates the effectiveness of AOD initiatives, ensures the consistent enforcement of disciplinary sanctions, and supports institutional compliance with DFSCA requirements.

SGSC offers instruction on discouraging students and employees from abusing alcohol and illegal drugs. Services linked to drug use and misuse offered by the College include distributing instructional materials, counseling services, referrals, and disciplinary measures. In compliance with the Drug-Free Schools and Communities Act, SGSC has drug and alcohol abuse education programs available to the campus community.

The following table highlights several AOD programs.

Current Efforts	Intended Outcome	Frequency	Responsibility
Alcohol & Driving	Understand the dangers of driving under the influence of alcohol by simulating real-life situations and engaging in conversations on safe alternatives to driving under the influence of alcohol.	All Year	Coordinator of Student Engagement & Success
Alcohol Trivia	Understand the responsibilities associated with consuming alcohol and increase students' understanding of what constitutes a drink, the dangers of driving under the influence, and the legal requirements to consume alcohol.	All Year	Coordinator of Student Engagement & Success

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Current Efforts	Intended Outcome	Frequency	Responsibility
National Collegiate Alcohol Awareness Week	Increase student awareness of the severity and susceptibility of overconsumption of alcohol use while using methods to calculate Blood Alcohol Content (BAC) and standard drink sizes, identify signs and symptoms of alcohol poisoning, and avoid risky behaviors.	Fall Semester	Coordinator of Student Engagement & Success
Safe Spring Break Week	Increase student awareness of the severity and susceptibility of overconsumption of alcohol use while using methods to calculate BAC and standard drink sizes, identify signs and symptoms of alcohol poisoning, and avoid risky behaviors.	Spring Semester	Coordinator of Student Engagement & Success
Police Department Alcohol Education Classes	Offer educational classes upon request to organizations, to include alcohol/drug awareness.	All Year	Police Department
Residence Life Alcohol and Bystander Intervention	Require each Resident Assistant to present programs on Alcohol or Bystander Intervention annually in October and programs on Safe Spring Break or Bystander Intervention annually in March. Qualitative data is collected for each program.	Fall and Spring Semesters	Residence Life
Resident Assistant Conversations	Require each Resident Assistant to conduct a series of conversations with students based on their adjustment to campus life, academics, mental health, and substance use.	All Year	Residence Life
Police Department Education	Provide educational classes upon request to organizations and partner with Residence Life to conduct presentations and training that recognize signs of possible drug activity in the residence halls.	All Year	Police Department, Student Engagement, Residence Life
USG Employee Assistance Program	Utilize the USG partnership with Acentra Health to provide faculty, staff, and their family members with a comprehensive EAP, including alcohol and drug abuse.	All Year	Human Resources
Campus Safety Awareness	Collaborate with various departments to organize a one-day event focused on staying safe, including education on alcohol and other drugs.	Fall Semester	Police Department, Student Engagement, Residence Life
Alcohol Edu for College	Utilize Alcohol Edu for College programs to consistently track AOD trends while reinforcing healthy decisions and promoting positive attitudes and behaviors. This tool is mandatory for all incoming first-year and transfer students during the first semester of attendance.	Each Semester, New Students	Dean of Students and Housing
Alcohol Awareness	Establish a slogan for the Alcohol Education Program at SGSC to promote alcohol safety on campuses.	Fall Semester	Dean of Students and Housing

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Current Efforts	Intended Outcome	Frequency	Responsibility
Orientation	Explain safety to students during orientation, including common laws enforced on campus, such as the possession of alcohol by minors.	Each Semester, New Students	Police Department

Please contact any of the following for questions concerning alcohol or drug policies, procedures, referrals for disciplinary actions, and education programs.

- Police Department Supervisor (912.384.7675)
- Dean of Students & Housing for Student Success (912.260.4416)
- Human Resources (912.260.4301– Douglas) or (912.449.7521 – Waycross)

Getting Help with Alcohol and Substance Abuse Problems

SGSC will assist members of the campus community who are experiencing problems with alcohol or other drugs in making informed decisions about appropriate use, as well as the adverse consequences of alcohol or drug abuse on one's health and behavior.

Resource	Phone
Georgia Crisis and Access Line (GCAL)	800.715.4225
Alcoholics Anonymous	866-210-1303
Council on Alcohol and Drugs	404.223.2480
Narcotics Anonymous (DOUGLAS) West Ward Street Church of God, New Hope Recovery Center (WAYCROSS) The Forum, Grace Episcopal Church	818.773.9999 x771
NAADAC Substance Abuse Professionals	703.741.7686
Prevent+Ed	314.962.3456
Addictions.com	800.926.9037
Substance Abuse and Mental Health Services Administration	800.662.HELP (4357)
Bethesda Recovery Services (WAYCROSS)	912.283.8580
Drug-Rehabs.org	877.882.9275
Satilla Community Services	912.389.4188
Satilla Community Services Garden Gate (DOUGLAS and WAYCROSS)	912.449.7100
Shane's Crib/Still Waters	912.384.0101
Georgia Department of Behavioral Health and Developmental Disabilities	404.657.2252

Alcohol Risks

The National Council on Alcoholism and Drug Dependence (NCADD) recognizes "alcohol-related problems and impairments such as liver disease, gastritis, anemia, neurological disorders, impairments in cognition, [and] changes in mood or behavior." Additionally, alcohol consumption poses grave health dangers for pregnant women and can cause congenital disabilities.

For more information, visit <https://www.ncadd.org/about-addiction/alcohol/facts-about-alcohol>.

Abuse of alcohol, including excessive or "binge" consumption, can negatively impact academic and occupational performance. Alcohol abuse can also result in destructive, combative, and antisocial behavior. In some instances, excessive alcohol consumption can directly or indirectly result in mortality.

Risks of Drugs and Controlled Substances

Like alcohol, drugs frequently pose significant health risks, impair cognitive function, and alter mood and behavior. Additionally, drug abuse can directly or indirectly result in mortality. The National Institute on Drug Abuse (NIDA) has compiled a compendium of Commonly Abused Drugs, including their street names, effects, and potential treatments.

For current information, visit: <https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>.

Campus Awareness, Reporting, and Engagement

SGSC has established a Campus Awareness, Reporting, and Engagement Team (CARE) that serves as an additional measure for campus safety by addressing behavioral concerns that can negatively impact the safety and well-being of the campus environment. CARE is a complement to, not a replacement for, the College's crisis and emergency procedures. The team operates with existing campus and community resources while exercising due diligence to protect the campus community and the individual. It is essential to recognize that, despite the best intentions, unforeseen situations may arise that are beyond the control of campus community members. It is important to remember that a Life-Threatening Emergency should be reported immediately to law enforcement/medical personnel by dialing 911.

A behavior of concern should be reported to the Campus Awareness, Reporting, and Engagement Team, as the team addresses issues that a reasonable person would consider disturbing, bizarre, inappropriate, or out-of-the-ordinary, which may impede the individual's ability or the ability of others to function successfully or safely. Examples include, but are not limited to:

- Suicidal or self-injurious thoughts, words, or actions.
- Unusual anxiety, depression, paranoia, elation.
- A dramatic change in appearance, behavior, or circumstances.
- Use/abuse of drugs and/or alcohol.
- Lack of civility or respect for self and others.
- Acting out or disruptive behavior.
- Fascination with weaponry.
- Difficulty in managing anger.
- Mental health history related to dangerous behavior.
- Verbal/written indications of violent fantasies or intentions.

The Team meets bi-weekly or as often and urgently as necessary to review reports brought forward by faculty, staff, and students regarding behaviors of concern. Immediate action may include:

- Student Conduct adjudication.
- Placing the individual in the custody of the proper authority, parents, and guardians.
- Administrative withdrawal.

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- On-going observation, defer action, or decline action.

Reporting Behaviors of Concern,

- Submit an [electronic incident report](#).
- Contact or email a CARE member – see the roster below.

Position/Office	Phone Number	Email
VP for Academic Affairs and Student Affairs - Douglas and Waycross	912. 260.4202 912.449.7576	sara.selby@sgsc.edu
Associate VP for Student Success	912.260.4415 (Douglas) 912.449.7550 (Waycross)	brandi.elliott@sgsc.edu
Director of Human Resources	912.260.4301	carmen.james@sgsc.edu
Chief of Police	912.260.4402	sonja.mcculloch@sgsc.edu
Dean of Students & Housing for Student Success	912.260.4416	sandra.adams@sgsc.edu
Coordinator of Disability Services	912.260.4435 912.449.7589	stanley.sinkfield@sgsc.edu
Faculty Member	912.260.4253	frank.holiwski@sgsc.edu
Faculty Member	912.260.4424	delynn.burrell@sgsc.edu

Prevention and Awareness Programs

This section uses the following terms as they are defined at 34 CFR § 668.46(j)(2).

Awareness programs - Community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge of and share information and resources to prevent violence, promote safety, and reduce perpetration.

Bystander intervention - Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Ongoing prevention and awareness campaigns - Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

Primary prevention programs - Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Risk reduction - Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

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Numerous educational programs offered by SGSC aim to educate students and staff on campus security procedures and practices. Additionally, the programs encourage students and employees to act responsibly. Classes on substance and alcohol education and self-defense include information on preventing sexual assaults, stalking, dating violence, and domestic violence. The training also covers bystander intervention. Presentations and safety exhibits are planned for new student and employee orientations, as well as admission preview days, to inform prospective students and their parents.

All new students must complete two Vector Solutions online modules, "Sexual Assault Prevention for Undergraduate Students" and "AlcoholEDU." These online programs fulfill the federal and state mandates of onboarding educational requirements for new students, student-athletes, and student leaders regarding sexual violence. New students (freshmen and transfer), student leaders, and student-athletes are mandated to complete one or more of the Vector Solutions online modules. These programs are coordinated by the SGSC Police Department, Residence Life, and Student Affairs and occur annually or as part of orientation programming.

During the fall of each year, faculty and staff are provided information regarding sexual assault, domestic/dating violence, and stalking. Response information, reporting locations, resource information, and hotline numbers are included.

Safety Awareness Programs and Personal Safety Tips

As part of South Georgia's ongoing commitment to the safety and well-being of its campus community, the College offers a variety of education programs and awareness campaigns designed to prevent sexual assault, domestic violence, dating violence, stalking, rape, and acquaintance rape. These programs aim to raise awareness of these issues, promote a culture of mutual respect, and provide practical strategies for risk reduction.

In relationships, risk reduction encourages individuals to assert their rights and respect the rights of others. The following sections provide details about SGSC's primary safety awareness programs and practical tips to help individuals protect themselves and others.

Primary Safety Awareness Programs <i>Offered Throughout the Academic Year</i>	
Title / Description	Delivery
Residence & Street Safety Provide information on personal security and property protection; offered upon request.	Police Dept., Residence Life and Housing
Alcohol & Drug Abuse Provides information regarding the effects of drug and alcohol use. SGSC Police and Campus Life provide presentations upon request or at various intervals throughout the semester.	Student Success / Police Dept.
Self-Defense Techniques Teaches students, faculty, and staff basic self-defense techniques and safety awareness. Available upon request.	Police Dept.
Crime Log Provides information regarding crimes reported to have occurred on campus.	Police Dept.

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Primary Safety Awareness Programs <i>Offered Throughout the Academic Year</i>	
Title / Description	Delivery
Crime Prevention Presentations Includes information about personal safety, sexual assault prevention, theft prevention, residence security, etc. Available upon request.	Campus Life / Police Dept.
Vector Solutions (formerly EVERFI Training) Provides online training that addresses critical life skills such as sexual assault, relationship violence, and stalking, also provided in Health 1103.	Student Success
Active Shooter Provides active shooter response information; offered to students enrolled in Health 1103 on campus.	Police Dept.
Emergency Response to Disasters/Hazards Provides details of response protocols for students and employees during crises upon request. Also available online.	Police Dept.
Emergency Flipcharts Posts throughout campus to provide information regarding reporting and dealing with emergencies.	Police Dept.
Motor Assistance Program Assists motorists on campus with vehicle problems (excluding unlocking vehicle doors).	Police Dept.
Patrol-Bys/Walk-Thrus Police Officer security checks in work, study, and/or living areas periodically.	Police Dept.
Community Resource Fairs Offered periodically throughout the academic year	Campus Wide
Safety Emails and Flyers Disseminated periodically throughout the academic year	Police Dept., Human Resources, Title IX
Safe Escort Program Available upon request	Police Dept.

Personal Safety Tips

While the SGSC Police Department works diligently to maintain a safe campus, every individual is encouraged to remain vigilant and take proactive steps to enhance their personal safety.

General Safety

- Be aware of your surroundings and trust your instincts.
- Communicate your relationship and intimacy boundaries clearly.
- Respect the boundaries of others.
- Avoid excessive alcohol or drug use.
- Intervene safely when witnessing inappropriate or dangerous behavior.

Walking on Campus

- Walk with purpose in well-lit, populated areas.
- Keep keys accessible and avoid distractions.
- If followed, cross the street or seek assistance immediately.

In Parking Areas

- Park in well-lit areas and check your vehicle before entering.

- Keep valuables out of sight and doors locked.

While Out on a Date

- Stay in public areas and avoid excessive alcohol.
- Inform someone of your plans and expected return time.

Social Media Safety

- Limit personal information shared online.
- Use privacy settings and be cautious about sharing real-time locations.

In Residence Halls

- Always lock your room.
- Be cautious about who you allow inside.
- Report lost keys or suspicious activity immediately.

Bystander Responsibility

The SGSC Police Department employs a proactive strategy for preventing crime. Whenever practicable, the Department seeks to eliminate or reduce criminal activity. The College actively encourages students, faculty, and staff to take responsibility for their safety and the safety of others through bystander intervention, aiming to prevent harm and provide safe options. Being an active bystander can include:

- Speaking out against statements, attitudes, or behavior that may perpetuate a culture endorsing violence as acceptable or inevitable.
- Naming and stopping situations that could lead to sexual assault.
- Stepping in during a high-risk incident, whether by disruption, distraction, speaking up, or even calling for help, so others can step in.
- Supporting and believing others when they feel uncomfortable or hurt.

When there is a risk of dating violence, domestic violence, sexual assault, or harassment, bystander intervention refers to safe and effective actions. Intervention by bystanders entails recognizing situations of potential damage, understanding cultural conditions that facilitate violence, overcoming barriers to intervention, identifying safe and effective intervention options, and acting to stop/prevent the violence. The role of bystanders in preventing sexual and relationship violence is crucial. Bystanders are "individuals who witness violence or the conditions that perpetuate it."

They are not directly involved but can intervene, voice out, or take action." SGSC promotes a culture of accountability in which bystanders actively intervene to prevent violence without causing additional injury. The following is a list of engaged bystander behaviors.

- Dial 911 if you or someone else is in imminent peril, which could be the case if a person verbally or physically abuses another person. It is unsafe for you to intervene.
- Watch out for your fellow scholars and coworkers. If you see someone who appears to be in trouble or in need of assistance, you should ask if they are alright.
- Confront individuals who isolate, attempt to make out with, or engage in sexual activity with incapacitated individuals.
- Speak up when someone discusses plans to exploit another individual sexually.
- Have faith in those who report sexual assault, abusive behavior, or harassment.

- Refer individuals to on- and off-campus resources for health, counseling, and legal assistance.

Risk Reduction Strategies

While the responsibility for sexual misconduct lies solely with the perpetrator, South Georgia State College offers the following strategies to reduce the risk of harm and promote community safety:

- Know the warning signs of abusive behavior, such as jealousy, controlling behavior, coercion, or threats.
- Trust your instincts; if a situation feels wrong or unsafe, remove yourself when possible.
- Set clear boundaries in relationships and communicate them assertively.
- Stay in public or well-lit areas when meeting someone new or if you feel uneasy.
- Use the buddy system at social events or when traveling on or near campus.
- Avoid excessive alcohol or drug use, which can impair judgment and increase vulnerability.
- Support friends who disclose concerns or experiences; believe them and help connect them with appropriate resources.

The College's programs aim to empower individuals and foster a campus culture where sexual violence is not tolerated, and all students and employees feel responsible for one another's well-being.

Sexual Misconduct: Rights, Options, and Procedures

This section explains how to report sexual assault, dating violence, domestic violence, and stalking; what immediate medical, evidence-preservation, and support options are available; the written rights-and-options information provided by the College; available accommodations and protective measures; confidentiality considerations; and the disciplinary procedures that may follow a report or complaint.

SGSC expressly prohibits sexual misconduct, dating violence, domestic violence, sexual assault, and stalking in accordance with Title IX of the Education Amendments of 1972, the Jeanne Clery Campus Safety Act, and the University System of Georgia policy.

Sexual assault, domestic violence, dating violence, and stalking are criminal acts that violate campus community standards and are unacceptable at South Georgia State College. These crimes can be traumatic for the victim and can affect the family, friends, and college community. Anyone who believes they have been a victim of a crime should report the incident and seek medical attention if necessary.

Reports of sex offenses may be made to the SGSC Police Department or any Campus Security Authority; however, any SGSC employee will assist with notifying law enforcement personnel if requested. Reporting sexual assaults to law enforcement allows action that may prevent further victimization, can lead to the apprehension of the suspect, and ensures that the incident is documented for accurate statistical recording. Officers are trained in identifying, collecting, and preserving evidence, which is essential to successfully prosecuting most sex offenses.

SGSC strongly encourages the timely reporting of sexual assaults because time is critical in evidence collection and preservation. Filing a police report will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will

- ensure that a victim of sexual assault receives the necessary medical treatment;

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- provide the opportunity for the collection of evidence helpful in prosecution, which may not be obtained later; and
- provide information about free, confidential counseling and other support resources. These resources are available regardless of whether the victim files a police report.

If you do not wish to make a police report, you are still encouraged to seek medical attention. *(Georgia law requires medical providers to notify law enforcement of certain injuries, such as those apparently caused by a gunshot, knife, or other act of violence. Notification to law enforcement does not obligate a victim to speak with officers, file a report, or participate in a prosecution, and a forensic medical examination may be obtained without making a police report.)*

Victims may notify campus or local police, may request assistance in notifying law enforcement, or may decline to notify law enforcement.

Sexual Assault Response Guarantee from SGSC Police Personnel

What victims can expect:

- We will meet with you privately at a location of your choice that is conveniently close to the College to file a report.
- We will not judge you or blame you for what occurred.
- We will treat you and your case with sensitivity, dignity, and professionalism.
- We will provide you with written notification of your rights and options, including your options for reporting, available supportive measures and protective measures, and campus and community resources. A QR code linking to the same information electronically is provided in addition to, not in place of, the written notification.
- We will assist you in receiving medical care, counseling, and other support services.
- We will thoroughly investigate your case, which may involve an arrest and prosecution.

We will consider your case seriously, regardless of your gender or sexual orientation and the gender or sexual orientation of the suspect(s).

All students and employees who report incidents of sexual assault, domestic violence, dating violence, or stalking will receive written rights-and-options information through the Survivor Information Packet. An electronic link may also be provided as an additional means of access. The packet contains:

- Complete explanation of rights and options under federal, state, and institutional policies
- Step-by-step guide to reporting options (law enforcement, Title IX, anonymous reporting)
- Explanation of accommodations and protective measures available
- Overview of disciplinary processes and what to expect
- Information about confidentiality protections and limitations
- Contact information for all relevant campus and community resources

The [Survivor Information Packet](#) serves as the College's written rights-and-options notice and is provided by:

survivors

- **SGSC Police Personnel**, when a report is made to law enforcement

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- **Title IX Coordinator**, when a Title IX report is filed
- **Campus Security Authorities**, when incidents are reported to them

The packet ensures consistent, accurate information is provided to all survivors regardless of where they first report an incident.

Written Notification of Rights, Options, and Services

When the College receives a report of dating violence, domestic violence, sexual assault, or stalking, it provides the reporting party with a written explanation of rights and options. The written notification is provided whether the incident occurred on or off campus and regardless of whether the reporting party chooses to notify campus or local law enforcement. It explains reporting choices, evidence-preservation information, available accommodations and protective measures, institutional disciplinary procedures, and campus and community services.

- Counseling and mental health - Students may access SGSC tele-counseling services 24 hours a day through Uwill at 833.646.1526. Employees may access the University System of Georgia Employee Assistance Program through Acentra Health.
- Health and medical - Coffee Regional Medical Center in Douglas (912.384.1900) and Memorial Satilla Health in Waycross (912.283.3030) provide medical treatment. The report identifies these facilities as locations that coordinate qualified Sexual Assault Nurse Examiner (SANE) services when a forensic examination is needed.
- Victim advocacy - Satilla Rape Crisis Center is available at 912.283.0987. Additional victim-support resources are listed in the Resources for Victims of Sexual Assault section of this report.
- Legal assistance - Georgia Legal Services Program provides free civil legal assistance to eligible individuals. The State Bar of Georgia lawyer referral service can provide referrals to private counsel, and Satilla Advocacy Services provides legal advocacy and court accompaniment.
- Visa and immigration assistance - The Director of Admissions provides visa and immigration assistance. Contact 912.260.4210 or jamica.coates@sgsc.edu.
- Student financial aid - The SGSC Office of Financial Aid can advise a reporting party about the financial-aid consequences of a leave of absence, withdrawal, reduced course load, or other change in enrollment status, including available options for preserving eligibility.
- Other assistance - Academic support, housing or living changes, parking assignments, work-related changes, campus safety escorts, and other protective measures may be available when requested and reasonably available, as described under Accommodations and Protective Measures below.

Reporting and Support Options

SGSC provides multiple reporting options for sexual misconduct, including reports to law enforcement, the Title IX Coordinator, Campus Security Authorities, and available anonymous reporting channels. Reporting parties may also access counseling, victim advocacy, legal assistance, visa and immigration assistance, medical care, and other campus or community support services. The specific reporting channels are identified under Filing a Report below.

Accommodations and Protective Measures

The College provides written notification about options for, and available assistance in, changing academic, living, transportation, and working situations and about protective measures. These changes are available when requested and reasonably available, regardless of whether the reporting party

reports the incident to campus or local law enforcement. The College maintains the confidentiality of accommodations and protective measures to the extent that doing so does not impair its ability to provide them.

- Academic - Examples may include changes to class schedules or sections, academic deadline adjustments, alternative arrangements, withdrawal or leave options, and other academic support when reasonably available.
- Living - Examples may include a room or residence-hall reassignment and other housing-related changes when reasonably available.
- Transportation and parking - SGSC does not provide transportation services, so options in this area are limited. Examples may include assigning an individual to a designated parking area or providing a campus safety escort when reasonably available.
- Working - Examples may include changes to work schedules, work locations, or other employment arrangements when reasonably available.
- Protective measures - Examples may include institutional no-contact directives, restrictions on access to specified College property, and other interim measures authorized by applicable College or USG policy.

Requests for accommodations and protective measures may be directed to the Title IX Coordinator, who coordinates with appropriate College offices as needed. The College will maintain the confidentiality of any accommodation or protective measure to the extent that maintaining confidentiality does not impair its ability to provide the accommodation or measure.

Anonymous Complaints

Victims, third parties, and bystanders may file an anonymous or confidential complaint. An anonymous complaint will not ordinarily result in a formal investigation, although the Title IX Coordinator must still assess the report for safety risks to the campus community and may be required to act where there is a threat to the health or safety of others. The victim can still receive medical treatment, advocacy services, and counseling.

Filing a Report

Campus Security Authority

The Crime Reporting section outlines the procedures for filing a report with a Campus Security Authority.

Student Complaint

Students can file a complaint by completing the [non-academic complaint form](#).

Title IX Complaint

Students and employees who are victims of sexual misconduct have the right to file a Title IX complaint with the College at any time, even if the police conclude there is insufficient evidence for a criminal charge. A Title IX Complaint can be filed against any person associated with SGSC by contacting the Title IX Coordinator by calling 912.260.4375 or emailing titleIX@sgsc.edu.

Title IX Anonymous Complaint

The Title IX Coordinator will review the information provided and assess it for safety risks. You will not be contacted unless you provide your contact information.

Criminal Complaint

Victims of sexual assault may file a criminal complaint by contacting the SGSC Police Department at 912.384.7675 or in person at Tiger I on the Douglas Campus. On the Waycross Campus, victims may file a complaint by calling 912.287.4335. See the Orders of Protection Under Georgia Law and No-Contact Orders and Court Orders subsections below for information about protective orders and institutional enforcement.

Confidentiality

SGSC recognizes the sensitive nature of reports involving sexual assault, domestic violence, dating violence, and stalking and is committed to protecting the privacy of individuals who report such incidents.

In accordance with the Clery Act, SGSC publishes crime statistics and may issue timely warnings or other safety notifications when required. Publicly available Clery crime statistics, crime logs, and timely warnings do not include a victim's personally identifying information.

SGSC will also maintain as confidential any accommodations or protective measures provided to a victim, to the extent that maintaining such confidentiality does not impair the College's ability to provide those accommodations or protective measures.

The level of confidentiality available depends on the person or office to whom information is reported. Certain Confidential Employees and Privileged Employees, such as individuals providing counseling, mental health, advocacy, health, or similar services when acting within the scope of a legally recognized confidential or privileged role, may be able to receive information confidentially, subject to applicable law and professional obligations. Exceptions may apply, including circumstances involving suspected abuse of a minor or an imminent threat of serious harm.

Reports made to SGSC Police, Campus Security Authorities, the Title IX Coordinator, Responsible Employees, or other College officials are not confidential reports. Such reports will be treated with appropriate privacy and discretion, and information will be shared only with individuals who have a legitimate institutional need to know or as otherwise required by law.

Campus Security Authorities are required to report qualifying crimes for Clery Act purposes. Responsible Employees have separate reporting obligations under the College's sexual misconduct procedures. Information reported for Clery statistical purposes is published without personally identifying information about the victim.

Individuals may also choose to report an incident to SGSC Police or another law enforcement agency. Law enforcement records and information may be subject to different disclosure requirements, including applicable public records laws, subpoenas, court proceedings, or other legal requirements. Reporting an incident to law enforcement does not provide the same level of confidentiality as reporting to a legally recognized confidential or privileged resource.

SGSC will make reasonable efforts to protect the privacy of individuals involved in a report while complying with its obligations under federal and state law and its responsibility to provide a safe campus environment.

Contact SGSC Police

The SGSC Police Department urges anyone who is a victim of a crime to contact law enforcement immediately. A police officer can be requested by calling 911.

The SGSC Police Department will...

- Attend to the immediate needs of the victim, ensuring prompt medical care.
- When appropriate, broadcast emergency alerts or timely notifications.
- Provide victims with information concerning the importance of preserving evidence and the rights of the victims.

Although the SGSC Police Department recommends prompt reporting, no one should hesitate to file a report later. Reporting an incident does not obligate a person to press charges.

Protective Measures

Interim measures are designed to protect any student or individual in the college community and may be implemented after an allegation of sexual misconduct. These measures aim to restore or preserve equal access to educational programs or activities without unreasonably burdening the other party.

Additionally, they are intended to safeguard the safety of all parties and the campus community while deterring sexual misconduct and retaliation. No officer, employee, or agent of SGSC may retaliate, intimidate, threaten, coerce, or discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act. Violation of this provision will result in disciplinary action through Human Resources or the Student Conduct process.

Orders of Protection Under Georgia Law

Victims may seek protective orders under Georgia law, including family-violence protective orders under O.C.G.A. § 19-13-1 et seq., dating-violence protective orders under O.C.G.A. § 19-13A-1 et seq., and stalking protective orders under O.C.G.A. § 16-5-94. The SGSC Police Department and Title IX Coordinator can provide information about reporting options and the College's response to court-issued protection orders. Individuals seeking a civil protective order should consult the appropriate Superior Court or legal-services provider regarding filing requirements and venue.

No-Contact Orders and Court Orders

SGSC recognizes and will assist in enforcing court-issued protection orders, no-contact orders, restraining orders, and other similar lawful orders issued by criminal, civil, or tribal courts. Students and employees should provide copies of any such orders to:

- **SGSC Police Department** (Douglas: 912.384.7675, Waycross: 912.287.4335)
- **Title IX Coordinator** (912.260.4375, titleIX@sgsc.edu)

The SGSC Police Department maintains copies of all court-issued protection orders and institutional no-contact directives on file for enforcement purposes. The Title IX Coordinator also maintains copies for the coordination of supportive measures and institutional response.

Violations of court orders should be reported immediately to SGSC Police (912.384.7675) and may be referred to local law enforcement for criminal prosecution. Violations of institutional no-contact directives will result in disciplinary action through the appropriate campus conduct process.

Procedures Victims Should Follow: Medical Care and Evidence Preservation

Evidence can degrade, be lost, or become inaccessible over time, complicating investigations, criminal charges, referrals for disciplinary actions, or protective order requests. Evidence preservation is especially critical for victims of sexual assault, domestic violence, stalking, and dating violence. CALL 911 IMMEDIATELY. Victims should seek medical assistance as soon as possible following an incident of sexual assault, dating violence, or domestic violence. Medical care will be provided at Coffee Regional Medical Center (Douglas) or Memorial Satilla Health (Waycross). Both entities will also notify qualified Sexual Assault Nurse Examiners (SANE) to gather evidence in cases of sexual assault. Examples of evidence include preserving copies of any images, logs, or other documents that may be helpful for an investigation, as well as stored text conversations, instant messaging, social networking pages, and other forms of communication.

If a forensic medical examination is to take place, victims of sexual assault are encouraged, where possible, to avoid washing their hands, bathing, douching, smoking, eating or drinking, using the restroom, changing clothes, or cleaning the scene of the assault. Evidence may still be collected, and a victim may still seek an examination, even if some of these steps have already occurred. Medical professionals can treat injuries and address concerns about pregnancy and/or sexually transmitted infections, even if victims choose not to have forensic evidence collected.

Additional Support Services

The written rights-and-options notification and the Accommodations and Protective Measures subsection above describe the College's available academic, living, parking, working, advocacy, mental-health, and protective support. Additional specialized medical and counseling-confidentiality resources are provided below.

Medical Resources

The medical community adheres to specific policies and procedures when treating individuals who have been sexually assaulted. The state will cover the cost of emergency room care for uninsured victims. Medical providers may be required by law to notify law enforcement of certain injuries; a victim is not obligated to speak with officers or file a report.

Counseling Confidentiality

Professional counselors are responsible for providing psychological counseling within the scope of their license or certification. Currently, SGSC does not have a professional counselor on campus. Tele-counseling services are available 24/7 through Uwill by calling 833.646.1526.

When acting within the scope of their duties, counselors are exempt from disclosing reported offenses to law enforcement unless there is a legal obligation to do so. Personal information from counseling records will not be revealed unless the law requires disclosure. Counselors are encouraged to inform people counseled about the procedures to report crimes voluntarily.

Prevention Programming

In addition to general sexual misconduct education, SGSC provides targeted prevention programming addressing the Violence Against Women Act (VAWA) offenses: dating violence, domestic violence, sexual assault, and stalking. These programs include annual awareness campaigns during Campus Safety Awareness Month, residence hall programming, bystander intervention training, and specialized sessions for student leaders and athletes. Vector Solutions online training is required for students, and training sessions are available for employees to ensure comprehensive prevention education for the entire campus community.

How the Definitions and Standards Work Together

Federal Clery/VAWA definitions. These definitions are used to classify and report sexual assault, dating violence, domestic violence, and stalking for Clery Act purposes. The federal definitions are reproduced in the Definitions in the Classification of Crime Statistics section of this Report.

Georgia law definitions. The Georgia definitions describe the corresponding offenses and legal concepts under the law of the applicable jurisdiction. They appear in the State Definitions (Georgia) subsection immediately below and are not interchangeable with the federal reporting definitions.

Institutional disciplinary standards. SGSC follows the University System of Georgia Sexual Misconduct Policy and applicable institutional procedures when resolving reports through the College disciplinary process. Those policies govern institutional determinations, including the applicable standard for consent, and may differ from the definitions used for federal Clery reporting or under Georgia criminal law.

State Definitions (Georgia)

The Clery Act requires institutions to include the applicable jurisdiction's definitions of dating violence, domestic violence, sexual assault, and stalking in the Annual Security Report. These state-law definitions are provided for that purpose and should be distinguished from the federal definitions used for Clery statistics and the institutional standards used in disciplinary proceedings.

Federal law uses its own definitions for these terms when collecting crime statistics. However, each state defines these offenses differently under its own criminal laws. By providing Georgia's definitions, this section helps students and employees understand what these behaviors actually mean as crimes in this state. This makes it easier to recognize harmful conduct, understand legal rights, and know when to report something that may be a crime.

Sexual Assault

The Clery Act defines "sexual assault" broadly, so it covers several different Georgia criminal laws.

Rape (O.C.G.A. § 16-6-1(a)): *A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape.*

Aggravated Sodomy (O.C.G.A. § 16-6-2(a)(2)): *(a)(1) A person commits the offense of sodomy when he or she performs or submits to any sexual act involving the sex organs of one person and the mouth or anus of another. (2) A person commits the offense of aggravated sodomy when he or she commits sodomy with force and against the will of the other person or when he or she commits sodomy with a person who*

is less than ten years of age. The fact that the person allegedly sodomized is the spouse of a defendant shall not be a defense to a charge of aggravated sodomy.

Note: The Supreme Court of Georgia ruled in 1998 that the state cannot punish private, consensual sex between adults under the sodomy law, but kept the rules against forced acts or those involving anyone under ten years old.

Aggravated Sexual Battery (O.C.G.A. § 16-6-22.2(a)-(b)): *(a) For the purposes of this Code section, the term “foreign object” means any article or instrument other than the sexual organ of a person. (b) A person commits the offense of aggravated sexual battery when he or she intentionally penetrates with a foreign object the sexual organ or anus of another person without the consent of that person.*

Sexual Battery (O.C.G.A. § 16-6-22.1(a)-(b)): *(a) For the purposes of this Code section, the term “intimate parts” means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. (b) A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.*

Child Molestation; Aggravated Child Molestation (O.C.G.A. § 16-6-4 (a)&(c)): *(a) A person commits the offense of child molestation when such person: (1) Does an immoral or indecent act to or in the presence of or with any child under the age of 16 years with the intent to arouse or satisfy the sexual desires of either the child or the person; or (2) By means of an electronic device, transmits images of a person engaging in, inducing, or otherwise participating in an immoral or indecent act to a child under the age of 16 years with the intent to arouse or satisfy the sexual desires of either the child or the person. (c) A person commits the offense of aggravated child molestation when such person commits an offense of child molestation which act physically injures the child or involves an act of sodomy.*

Statutory Rape (O.C.G.A. § 16-6-3(a)-(c)): *(a) A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim. (b) Except as provided in subsection (c) of this Code section, a person convicted of the offense of statutory rape shall be punished by imprisonment for not less than one nor more than 20 years; provided, however, that if the person so convicted is 21 years of age or older, such person shall be punished by imprisonment for not less than ten nor more than 20 years. Any person convicted under this subsection of the offense of statutory rape shall, in addition, be subject to the sentencing and punishment provisions of Code Section 17-10-6.2. (c) If the victim is at least 14 but less than 16 years of age and the person convicted of statutory rape is 18 years of age or younger and is no more than four years older than the victim, such person shall be guilty of a misdemeanor.*

Incest (O.C.G.A. § 16-6-22(a)): *(a) A person commits the offense of incest when such person engages in sexual intercourse or sodomy, as such term is defined in Code Section 16-6-2, with a person whom he or she knows he or she is related to by blood, by adoption, or by marriage as follows: (1) Father and child or stepchild; (2) Mother and child or stepchild; (3) Siblings of the whole blood or of the half blood or by virtue of adoption; (4) Grandparent and grandchild of the whole blood or of the half blood or by virtue of adoption; (5) Aunt and niece or nephew of the whole blood or of the half blood or by virtue of adoption; or (6) Uncle and niece or nephew of the whole blood or of the half blood or by virtue of adoption.*

Stalking

Stalking (O.C.G.A. § 16-5-90(a)): (a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms “computer” and “computer network” shall have the same meanings as set out in Code Section 16-9-92; the term “contact” shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term “place or places” shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term “harassing and intimidating” means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person’s safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made. (2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person’s consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others.

Aggravated stalking (O.C.G.A. § 16-5-91(a)): (a) A person commits the offense of aggravated stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, good behavior bond, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the behavior described in this subsection, follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person.

Dating Violence

Dating violence (O.C.G.A. § 19-13A-1): (1) “Dating relationship” means a committed romantic relationship characterized by a level of intimacy that is not associated with mere friendship or between persons in an ordinary business, social, or educational context; provided, however, that such term shall not require sexual involvement. (2) “Dating violence” means the occurrence of one or more of the following acts between persons through whom a current pregnancy has developed or who are currently, or within the last 12 months were, in a dating relationship: (A) Any felony; or (B) Commission of the offenses of simple battery, battery, simple assault, or stalking.

Domestic Violence

Family violence (O.C.G.A. § 19-13-1): *As used in this article, the term “family violence” means the occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household: (1) Any felony; or (2) Commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass. The term “family violence” shall not be deemed to include reasonable discipline administered by a parent to a child in the form of corporal punishment, restraint, or detention.*

Consent

Georgia law does not provide a general statutory definition of “consent” in reference to sexual activity. Instead, consent is addressed through the specific elements of sexual offense statutes, such as “forcibly and against her will” or “without the consent of that person,” along with relevant court decisions. Certain individuals cannot legally consent to sexual activity, including anyone under the age of consent and persons who are physically or mentally incapacitated.

For the purpose of these disciplinary proceedings, consent is determined under the University System of Georgia Sexual Misconduct Policy.

Georgia’s criminal code defines the general term “without his consent” at O.C.G.A. § 16-1-3(19). That provision applies throughout the criminal code and is not a definition of consent to sexual activity; it is provided here for reference only.

Consent (O.C.G.A. § 16-1-3(19)): *“‘Without his consent’ means that a person whose concurrence is required has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another.”*

Disciplinary Proceedings

SGSC prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking (collectively known as the Violence Against Women Act or VAWA Offenses). Complaints are processed in accordance with Title IX of the Education Amendments of 1972 (Title IX), the Jeanne Clery Campus Safety Act (Clery Act), the University System of Georgia (USG) Sexual Misconduct Policy, and institutional policies.

The procedures in this section apply to reports of dating violence, domestic violence, sexual assault, and stalking. Those terms have the meanings given in this report. SGSC also uses these same procedures for other sexual misconduct covered by Title IX. Title IX is the federal law that bars sex discrimination in education. Title IX can cover more kinds of unwanted sexual touching than the crime definitions used in this report's statistics. Those additional Title IX cases are still handled through this process. They are not added to the sexual assault numbers in this report.

Definition of Consent (USG Sexual Misconduct Policy)

Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion; by ignoring or acting in spite of objections of another; or by taking advantage of the incapacitation of another where the respondent

knows or reasonably should have known of such incapacitation. Minors under the age of 16 cannot legally consent under Georgia law.

Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time by clear words or actions.

Any campus community member may make disciplinary complaints, which should be directed to the Title IX Coordinator at TitleIX@sgsc.edu. Complaints to the Title IX Coordinator will not initiate a law enforcement investigation.

In these proceedings, any individual alleged to have experienced conduct that violates this Policy is considered a Complainant, and any individual alleged to have engaged in conduct that violates this Policy is considered a Respondent. A third-party individual who reports an allegation of conduct that may violate this Policy but who is not a party to the complaint is considered a Reporter.

What to Expect

Upon receiving notice of the alleged misconduct, the institution will assess whether a formal investigation, informal resolution, or dismissal is appropriate. In making this determination, the institution will assess whether the allegation(s), if true, would constitute prohibited conduct, whether an investigation is warranted given the circumstances, whether the parties prefer an informal resolution, and whether any safety concerns exist for the campus community. The need to issue a broader warning to the community in compliance with the Clery Act shall be assessed in compliance with federal law.

Equitable Treatment of Parties

The institution will provide a process that treats Complainants and Respondents equitably. Remedies will be provided to a Complainant where a determination of responsibility for Sexual Misconduct has been made. Disciplinary sanctions will only be imposed on a Respondent following a grievance process that complies with federal and state requirements.

The USG uses different types of proceedings when a student and an employee are accused. Additionally, federal regulations implementing Title IX require the College to use certain procedures in "Title IX Sexual Misconduct" cases that are not required in "Non-Title IX Sexual Misconduct" cases. Both types of sexual misconduct include the VAWA Offenses and other forms of sex discrimination and sexual harassment. "Title IX Sexual Misconduct" matters are when the alleged misconduct occurs against a person in the United States on institution property, or at institution-sponsored or affiliated events where the institution exercises substantial control over both the Respondent and the context, or in buildings owned or controlled by a student organization that the institution officially recognizes.

"Non-Title IX Sexual Misconduct" matters are when the alleged misconduct occurs off-campus, and or when the Complainant is not participating in or attempting to participate in the education program or activity of the institution occurring within the United States at the time of the filing, and when prohibited by other Board or institution conduct policies.

In Title IX Sexual Misconduct matters, a Formal Complaint is required. A Formal Complaint is a written document filed by the Complainant or signed by the coordinator alleging sexual harassment, as defined by Title IX and its implementing regulations, against a Respondent and requesting that the institution open an investigation. To file a Formal Complaint, the Complainant must be participating in or

attempting to participate in the education program or activity of the institution occurring within the United States at the time of the filing.

The Title IX Coordinator is responsible for determining the type of proceeding to be used or whether a complaint is to be dismissed, and will provide simultaneous written notice of their determination to the parties' institutional email addresses. If the Title IX Coordinator dismisses a complaint, the notice provided to the parties will include the reason for the dismissal and the right to appeal. If a complaint moves forward, an investigator will be assigned, and the notice will include their identity.

Prompt, Fair, and Impartial Proceedings

In all cases, proceedings will afford a prompt, fair, and impartial process from the initial investigation to the final result for all parties. Proceedings will be conducted in a manner consistent with the institution's policies and transparent to the Complainant and Respondent.

The institution is responsible for proving cases by the preponderance of the evidence standard in student and employee cases. This means that it is more likely than not that the accused violated policy. The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the process. A charge is not a finding of responsibility, and no disciplinary sanction is imposed unless and until the institution makes a determination of responsibility under this standard.

Officials responsible for the investigation, hearing, and resolution process receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking. Training also includes how to conduct proceedings that are prompt, fair, and impartial, and that protect the safety of all parties, promote accountability, and avoid bias or conflicts of interest.

Timeframes and Notice

The institution will seek to resolve complaints, including any appeals, within one hundred and twenty (120) business days (days on which the campus is open). Any extension of this timeframe will be communicated to the parties in writing with the reason for the delay. Temporary delays and limited extensions may be granted for good cause throughout the investigation and resolution process. The parties will be notified simultaneously and in writing of any extension or delay, and the applicable reason. The institution shall keep the parties informed of the status of the investigation. The Title IX Coordinator will provide parties with timely notice of meetings at which the Complainant, Respondent, or both may be present.

Parties will be provided with simultaneous written notice of the range of possible sanctions and remedies that may result from a finding of responsibility.

The institution provides simultaneous notification, in writing, to both the Complainant and Respondent of: the result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking; the institution's procedures for the Complainant and Respondent to appeal the result of the institutional disciplinary proceeding; any change to the result; and when such results become final. Notice will be provided via the institution's email to each party's institution email address.

Amnesty

Information reported by a student in good faith during the Sexual Misconduct process concerning the consumption of drugs or alcohol will not be used against that student in a disciplinary proceeding or voluntarily reported to law enforcement; however, students may be provided with resources on drug and alcohol counseling and/or education, as appropriate.

Advisor of Choice

Both the Complainant and the Respondent, as parties to the matter, shall have the opportunity to use an advisor of their choice, who may be, but is not required to be, an attorney, at the party's own expense. In Title IX Sexual Misconduct cases, each party's advisor may accompany the party to all meetings and may provide advice and counsel throughout the Sexual Misconduct process. The advisor may not actively participate in the process except to conduct cross-examination at the live hearing. If a party does not have an advisor for the purpose of cross-examination, the institution will provide one without fee or charge.

In Non-Title IX Sexual Misconduct cases, the advisor may accompany the party to all meetings and may provide advice and counsel throughout the process, but may not otherwise actively participate. All communication during the Sexual Misconduct process will be between the institution and the party, not the advisor. With the party's permission, the institution may copy the advisor on communications. The institution will copy the party's advisor prior to finalizing the investigation report when providing the parties the right to inspect and review directly related information gathered during the investigation.

Interim Measures

Interim measures may be implemented at any point after the institution becomes aware of an allegation of Sexual Misconduct and should be designed to protect any student or other individual in the USG community.

Interim measures may include, but are not limited to: Change of housing assignment; Issuance of a "no contact" directive; Restrictions or bars to entering certain institution property; Changes to academic or employment arrangements, schedules, or supervision; Interim suspension; and other measures designed to promote the safety and well-being of the parties and the institution's community.

Informal Resolution

Informal resolution is a voluntary process and requires the written consent of both parties and the institution. It may be used when the Title IX Coordinator determines that it is appropriate under the circumstances.

Informal resolution is not available in cases where an employee is alleged to have sexually harassed a student.

If informal resolution is pursued, the institution will provide the parties with written notice disclosing the allegations, the requirements of the informal process, and the circumstances under which the process may preclude the parties from resuming a formal complaint. Either party may withdraw from informal resolution and resume the formal grievance process at any time prior to reaching a resolution. Matters resolved through informal resolution are not subject to appeal.

Unbiased Proceedings

In all proceedings, a conflict of interest or bias by the Title IX Coordinator, Conduct Officer, investigator(s), and decision-makers is grounds for an appeal. In proceedings involving a student Respondent, any party may challenge the participation of any institution's official panel member in the process on the grounds of personal bias by submitting a written statement to the institution's designee setting forth the basis for the challenge.

Investigation

The parties shall be provided with a written notice containing the allegations, possible charges, sanctions, and available support and interim measures. Upon receipt of the notice, parties have at least three business days to respond in writing. The Respondent may admit or deny allegations and set forth a defense. The Complainant may respond and supplement their written notice. Throughout, both parties may present witnesses and other inculpatory and exculpatory evidence.

An investigator shall conduct a thorough investigation and should retain written notes and/or obtain written or recorded statements from each interview.

The initial investigation report shall be provided to the Complainant, the Respondent, and the party's advisor (if applicable). This report should fairly summarize the relevant evidence gathered during the investigation and clearly indicate any resulting charges or, alternatively, a determination of no charges. For purposes of this Policy, a charge is not a finding of responsibility.

The Complainant and the Respondent shall have at least ten calendar days to review and respond in writing to the initial investigation report and directly related information gathered during the investigation. The investigator will review the Complainant's and the Respondent's written responses, if any, to determine whether further investigation or changes to the investigation report are necessary.

Each party will be provided equal access to all directly related evidence gathered during the investigation, whether or not it is relied upon in reaching a determination.

The final investigation report should be provided to the Complainant, the Respondent, and a party's advisor, if applicable, at least ten calendar days prior to the Hearing. The final investigation report should also be provided to all Hearing Panel members for consideration during adjudication.

The institution will seek to resolve complaints, including any appeals, within one hundred and twenty (120) business days (days on which the campus is open). Any extension of this timeframe will be communicated to the parties in writing, along with the reason for the delay.

Hearing - Student Respondent

A hearing shall be set when a matter is not resolved through informal resolution. All Sexual Misconduct cases shall be heard by a panel of faculty and/or staff. In no case shall a hearing to resolve a Sexual Misconduct allegation occur before the investigation report is finalized. All directly related evidence shall be available at the hearing for the parties and their advisors to reference during the hearing. The institution will determine how the facts or evidence will be introduced.

Notice of the hearing's date, time, and location, and the selected hearing panel members shall be provided to the Complainant and the Respondent at least ten calendar days before the hearing.

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Hearings shall be conducted in person or via video conferencing technology. Formal judicial rules of evidence do not apply to the resolution process, and the standard of evidence shall be a preponderance of the evidence.

Each institution shall maintain documentation of the investigation and resolution process, including written findings of fact, transcripts, audio recordings, and/or video recordings. Any documentation shall be maintained for seven years.

In Title IX Hearings, the parties shall have the right to confront any witness, including the other party, by having their advisor ask relevant questions directly to the witness. The Hearing Officer shall limit the questions the advisor raises when they are irrelevant to determining the veracity of the allegations against the Respondent(s). In any such event, the Hearing Officer shall err on the side of permitting all the raised questions and must document the reason for not permitting any particular questions.

In Non-Title IX Hearings, the parties shall have the right to confront any witnesses, including the other party, by submitting written questions to the Hearing Officer for consideration. Advisors may actively assist in drafting questions. The Hearing Officer shall ask the questions as written and will limit questions only if they are irrelevant to determining the veracity of the allegations against the Respondent(s). In any such event, the Hearing Officer shall err on the side of asking all submitted questions and must document the reason for not asking any particular questions.

Following a hearing, the parties will be notified simultaneously and in writing of the outcome, any sanctions imposed, the rationale, and the right to appeal. The decision must include the allegations, procedural steps taken through the investigation and resolution process, findings of fact supporting the determination(s), determination(s) regarding responsibility, and the evidence relied upon and rationale for any sanction or other administrative action. The institution will separately notify the parties of any extension or delay and the applicable reason.

Possible Sanctions - Student Respondent

The broad range of sanctions includes expulsion; suspension for an identified time frame or until the satisfaction of certain conditions or both; temporary or permanent separation of the parties (e.g., change in classes, reassignment of residence, no contact orders, limiting geography of where parties can go on campus) with additional sanctions for violating no-contact orders; required participation in sensitivity training/awareness education programs; required participation in alcohol and other drug awareness and abuse prevention programs; counseling or mentoring; volunteering/community service; loss of institutional privileges; delays in obtaining administrative services and benefits from the institution (e.g., holding transcripts, delaying registration, graduation, diplomas); additional academic requirements relating to scholarly work or research; financial restitution; or any other discretionary sanctions directly related to the violation or conduct.

Hearing - Employee Respondent

The institution will seek to complete the investigation, hearing, and any appeal within one hundred and twenty (120) business days (days on which the campus is open). Any extension of this timeframe will be communicated to the parties in writing, along with the reason for the delay.

Matters involving alleged Title IX Sexual Misconduct must be heard at a live hearing. Institutions may determine whether the live hearing is conducted by a single administrative decision maker (such as the Chief Human Resources Officer, the Chief Academic Officer, or their designee) or by a panel. Formal civil

rules of evidence do not apply to the resolution process, and the standard of evidence shall be a preponderance of the evidence. The institution will determine how the facts or evidence will be introduced. All directly related evidence will be available at the hearing for the parties and their advisors to reference.

Notice of the date, time, and location of the hearing, as well as the designated Hearing Officer, shall be provided via email at least ten calendar days prior to the hearing. Hearings shall be conducted in person or via video conferencing technology. Each institution shall maintain documentation of the investigation and resolution process, including written findings of fact, transcripts, audio recordings, and/or video recordings. Any documentation shall be maintained for seven years.

The parties shall have the right to confront any witness, including the other party, by having their advisor ask relevant questions directly to the witness. The Hearing Officer shall limit the questions the advisor raises when they are irrelevant to determining the veracity of the allegations against the Respondent(s). In any such event, the Hearing Officer shall err on the side of permitting all the raised questions and must document the reason for not permitting any particular questions.

Following a hearing, the parties will be notified simultaneously and in writing of the outcome, any sanctions imposed, the rationale, and the right to appeal. The institution shall also keep the parties informed of any extension or delay and the applicable reason. The decision must include the allegations, procedural steps taken through the investigation and resolution process, findings of facts supporting the determination(s), determination(s) regarding responsibility, and the rationale for any disciplinary or other administrative action.

Hearing - Faculty Respondent

Consistent with Board of Regents Policy 8.3.9.2 (Procedures for Dismissal), dismissal proceedings against a faculty Respondent are preceded by preliminary steps intended to attempt resolution and to determine whether formal proceedings are warranted. These include a discussion between the faculty member and the appropriate administrative officers directed toward a mutual settlement, and an informal inquiry by an appropriate faculty committee, which may advise the President whether dismissal proceedings should be undertaken. If the matter is not resolved and the President determines that dismissal proceedings should go forward, the President will provide the faculty member with a written statement of the charges, framed with reasonable particularity. The faculty member has the right to request a hearing on the charges; the request must be submitted within the time specified in the notice, and failure to timely request a hearing constitutes a waiver of that right, in which case the President will proceed to a decision on the record. Where a hearing is requested and held, the procedures below apply.

All Sexual Misconduct matters involving faculty Respondents where dismissal is a possible sanction shall, consistent with Board of Regents Policy 8.3.9, be heard by a live-hearing panel of three to five faculty members appointed by the Faculty Senate. Written notice of the charges and the identity of the panel members shall be provided to the parties at least twenty (20) calendar days prior to the hearing. Each party shall have a maximum of two (2) peremptory challenges (without stated cause), submitted in writing at least five (5) calendar days before the hearing. A faculty respondent may waive the live hearing, in which case the panel will evaluate the record. All directly related evidence will be available at the hearing for the parties and their advisors to reference.

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An oath or affirmation shall be administered to all witnesses. The parties shall have the right to confront any witness, including the other party, through cross-examination conducted by their advisor of choice. Advisors may not otherwise participate directly in the hearing. An audiovisual recording or transcript of the proceedings shall be maintained by the institution.

The Title IX Coordinator shall notify the President and both parties simultaneously in writing of the decision and any recommendation of the panel. If dismissal is recommended, the President shall either approve the recommendation or, if not, shall advise the panel in writing of the basis before rendering a final decision. The panel may also recommend a lesser sanction. The President may or may not follow the panel's recommendation. If dismissal is imposed, the faculty member shall be suspended without pay pending any discretionary review.

The President shall notify the parties simultaneously and in writing of their final decision, including any options to apply for discretionary review under Board of Regents policy. Both parties will be simultaneously informed in writing of any changes to the results and when such results become final.

Possible Sanctions - Staff Respondent

When a staff employee is found responsible by these proceedings, they may face verbal warning, coaching, documentation of warning, unpaid suspension, demotion, and/or termination.

Possible Sanctions - Faculty Respondent

When a faculty member is found responsible by these proceedings, sanctions may include written reprimand, suspension with or without pay, demotion, or dismissal consistent with Board of Regents Policy 8.3.9.

Appeals

If an appeal is submitted, the other Party shall receive notice of the appeal, including a copy of the submission. That Party may submit, in writing and within five (5) business days from the date of notification, a response to the appeal submission. Where an office or individual other than the Title IX Coordinator is designated to receive and/or facilitate the appellate process, the Title IX Coordinator must be copied on appellate correspondence for compliance and record-keeping purposes. The President or their designee shall serve as the Appellate Officer for appeals of case outcomes. For appeals of Title IX case dismissals, the appellate officer shall be an individual designated by the President who is not the person who made the dismissal determination, so that the decision-maker on appeal is not the same person who decided the matter below. Either Party shall have the right to appeal an outcome on any of the following grounds:

1. To consider new information sufficient to alter the decision, or other relevant facts not brought out in the original hearing, because such information was not known or knowable to the person appealing during the time of the hearing.
2. To allege a procedural error within the process that may have substantially affected the fairness of the investigation, hearing, or other process, including but not limited to whether any hearing questions were improperly excluded or whether the decision was tainted by a conflict of interest or bias by the Title IX Coordinator, Conduct Officer, investigator(s), or decision-maker(s).
3. To allege that the finding was inconsistent with the weight of the information.

The Party submitting the appeal must set forth, in writing and in detail, the grounds for the requested review and attach all materials that they wish to have considered in the appeals process. The institution

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will notify the non-appealing Party of the appeal, provide that Party with a copy of the appeal, and allow the non-appealing party an opportunity to respond in writing. The non-appealing Party's response must be submitted to the institution within five (5) business days of the date of Notification of Appeal. If the non-appealing Party submits a response, the institution will provide copies of the original appeal and information submitted by the non-appealing Party to the Appellate Officer and the Parties.

The appeal shall be a review of the record only, and no new meeting with either Party is required. The Appellate Officer may:

1. Affirm the original finding and sanction (if any);
2. Affirm the original finding but issue a new sanction of greater or lesser severity (if any);
3. Remand the case back to correct a procedural or factual defect; or
4. Reverse or dismiss the case if a procedural or factual defect cannot be remedied by remand.

The institution will inform Parties of any changes to the results of a disciplinary process that occur prior to the time such results become final, as well as when they become final. The Appellate Officer may consult with the Title IX Coordinator for clarification on questions of procedure or rationale, if needed. Documentation of all such consultations will be maintained. Sanctions of all types will not be imposed, in full or in part, while an appeal is pending at the institutional level.

Appeals are included in the overall one hundred and twenty (120) business day timeframe for resolution of complaints, unless an extension is communicated in writing to the parties along with the reason for the delay.

The Appellate Officer will render a decision no later than seven (7) business days after receiving all materials, barring exigent circumstances. The Appellate Officer's decision will be in writing and include a rationale. The institution will inform the Parties simultaneously and in writing of the outcome of the appeal. The President's decision shall be the final institutional decision. The Complainant or Respondent may request discretionary review under Board of Regents Policy 6.26. Further review, such as a Discretionary Review, if available, is governed under the policies and procedures of the Board of Regents of the University System of Georgia.

Amnesty and Retaliation

Retaliation

Anyone who has made a report or complaint, provided information, assisted, participated, or refused to participate in the Sexual Misconduct process shall not be subjected to retaliation. Anyone who believes they have been subjected to retaliation should contact the coordinator or their designee immediately. Any person found to have engaged in retaliation shall be subject to disciplinary action.

Record Retention

All records of investigations, hearings, sanctions, informal resolutions, and appeals related to Sexual Misconduct will be maintained for seven (7) years in accordance with federal requirements.

Additional Information

For additional information about disciplinary proceedings, please contact the Title IX Coordinator at TitleIX@sgsc.edu. Any party to a sexual misconduct proceeding and their Advisor of Choice should review all applicable USG and institutional policies.

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Resources for Victims of Sexual Assault

To promote safety awareness, the SGSC Police Department maintains a strong working relationship with the community. This relationship includes promoting various safety and security programs and services for victims of sexual assault.

Resource	Phone	Website
Counseling Services	833.646.1526	https://www.sgsc.edu/current-students/staywell.cms
Satilla Rape Crisis Center	912.283.0987	https://satillaadvocacy.org/
Men Can Stop Rape	202.265.6530	http://www.mencanstoprape.org/
Georgia Network to End Sexual Assault	404.815.5261	http://www.gnesa.org/
Male Survivor		http://www.malesurvivor.org/index.php
1in6	800.656.4673	https://1in6.org/
Center for Changing Our Campus Culture		http://changingourcampus.org/
National Sexual Violence Resource Center		https://www.nsvrc.org/
Safe horizon	800.621.4673	https://www.safehorizon.org/
Rape, Abuse, and Incest National Network	800.656.HOPE	https://www.rainn.org/
Georgia Crime Victims Compensation	877.231.6590	https://cjcc.georgia.gov/victims-compensation
Anti-violence Project	212.714.1141	https://avp.org/
Forge	414.559.2123	http://forge-forward.org/about/
End Rape on Campus	202.908.5226 ext. 106	https://endrapeoncampus.org/
Culture of Respect		https://cultureofrespect.org/

SGSC approaches misconduct issues such as sexual harassment, sexual assault, stalking, and intimate partner violence not just as behaviors prohibited by law but as conduct that devalues individuals. It is harmful not only to the person involved, but this conduct also undermines the entire campus community. More information can be found in the SGSC [Student Handbook](#) and the [Title IX](#) portions of the SGSC website.

Sexual Offender Registration

The SGSC Police Department complies with the Campus Sex Crimes Prevention Act, which requires tracking of convicted, registered sex offenders who are enrolled as students at, or employed by, institutions of higher education.

In Georgia, convicted sex offenders must register in person with the sheriff of the county in which they reside, as required by O.C.G.A. § 42-1-12. The Georgia Bureau of Investigation is the central repository for the state's sex offender registry. Information about registered sex offenders carrying on a vocation and/or enrolled at the College may be found at: <https://gbi.georgia.gov/services/georgia-sex-offender-registry>

Additional resources include:

- The National Sex Offender Public Website (NSOPW): <https://www.nsopw.gov>

- These registries allow community members to access information about sex offenders who may be present on or near campus, supporting informed safety decisions.

Hazing

General Information

This section begins with general information and the applicable hazing definitions, then addresses Georgia law, reporting, investigation and due process, amnesty and retaliation protections, transparency reporting, and prevention and awareness programs.

South Georgia State College prohibits hazing. This prohibition applies to all students, employees, and student and school organizations, and extends to conduct occurring on the Douglas and Waycross campuses and at College-sponsored or College-affiliated activities off campus, regardless of whether the person subjected to the conduct agreed to participate. The SGSC Student Code of Conduct expressly prohibits hazing, and sanctions are imposed on individuals and organizations found responsible.

Which Hazing Definition Applies?

Three definitions of hazing apply at the College. Each serves a different purpose, and they are not interchangeable.

1. SGSC Institutional Definition - Conduct, Discipline, and Public Hazing Disclosures

For student conduct and employee disciplinary proceedings, and for the College's Hazing Transparency and Max Gruver Report, SGSC applies its institutional definition of hazing. Consistent with University System of Georgia guidance, this definition is designed to meet or exceed the requirements of both the federal Stop Campus Hazing Act and Georgia's Max Gruver Act. It applies to conduct connected to a student or school organization, including organizations whether or not formally recognized by the College. The complete institutional definition appears in the SGSC Student Code of Conduct in the SGSC Student Handbook. This institutional definition does not govern the hazing statistics reported in this Annual Security and Fire Safety Report.

2. Federal Stop Campus Hazing Act Definition - Clery Statistics

For the hazing statistics disclosed in this Report, SGSC applies the federal definition of hazing in 20 U.S.C. § 1092(f)(6)(A)(vi), together with the federal definition of "student organization" in 20 U.S.C. § 1092(f)(6)(A)(vii). The federal definition governs whether a reported incident is counted as a hazing incident for Clery Act statistical purposes. The complete federal definitions are reproduced in the Hazing subsection of Definitions in the Classification of Crime Statistics later in this Report.

3. Georgia Max Gruver Act Definition - Criminal Law

For criminal prosecution, Georgia law applies the definition of hazing contained in the Max Gruver Act, O.C.G.A. § 16-5-61. The Georgia statutory definition is used to determine whether conduct may constitute a criminal hazing offense under state law. The complete statutory definition appears immediately below under Georgia Law (Max Gruver Act). A violation may result in criminal penalties in addition to College disciplinary action.

Georgia Law (Max Gruver Act)

The following definition is the Georgia criminal-law standard. It is provided for reference and does not replace the institutional definition used for College conduct and employment processes or the federal definition used for Clery hazing statistics, both of which are described above.

Hazing (O.C.G.A. § 16-5-61, the “Max Gruver Act”): (a)(1) “Haze” or “hazing” means to subject a student to an activity which endangers or is likely to endanger the physical health of a student or coerces the student through the use of social or physical pressure to consume any food, liquid, alcohol, drug, or other substance which subjects the student to a likely risk of vomiting, intoxication, or unconsciousness regardless of a student’s willingness to participate in such activity. (2) “School” means any unit of the University System of Georgia, any unit of the Technical College System of Georgia, or any private postsecondary school, college, or university in this state. (3) “School organization” means any association, corporation, order, club, society, fraternity, sorority, athletic team, or a group living together which has students or alumni as its principal members, including local affiliate organizations. (4) “Student” means any person enrolled or prospectively enrolled in a school in this state. (b) It shall be unlawful for any person to haze any student in connection with or as a condition or precondition of gaining acceptance, membership, office, or other status in a school organization. (c) Any person who violates this Code section shall be guilty of a misdemeanor of a high and aggravated nature. Georgia law in plain language. In general terms, Georgia’s hazing law addresses conduct that endangers, or is likely to endanger, a student’s physical health, as well as conduct involving social or physical pressure to consume food, liquid, alcohol, drugs, or other substances in circumstances covered by the statute. A student’s willingness to participate does not, by itself, prevent the conduct from constituting hazing under Georgia law.

Reporting Hazing

The College encourages the prompt reporting of hazing. Reports may be made to the SGSC Police Department at 912.384.7675, to the Dean of Students and Housing for Student Success at 912.260.4416, or to the Title IX Coordinator at 912.260.4375. Reports may also be submitted through the Anonymous Crime Report Form at <https://www.sgsc.edu/about/anonymous-crime-reporting-form>, or confidentially through the University System of Georgia Ethics and Compliance Reporting Hotline at 1-877-516-3466. Call 911 if you or someone else is in immediate danger.

Investigation Process and Due Process

Investigation Process for Students and Student Organizations

The College promptly investigates and documents all reports of hazing. Upon receiving a report, the Office of the Dean of Students and Housing for Student Success conducts a preliminary assessment and determines next steps, including any emergency intervention. Interim safety measures are implemented where needed to protect individuals and the campus community. Trained investigators conduct interviews, gather evidence, and document findings, and all parties are afforded due process protections throughout.

Matters involving students or student organizations are adjudicated through the student conduct process. Respondents receive written notice of the allegations and an opportunity to respond, present information and witnesses, and participate in a hearing before the Student Conduct Board. Responsibility is determined using the preponderance of the evidence standard, meaning it is more likely than not that a violation occurred. Individuals and organizations found responsible are notified of the

outcome and may appeal through the procedures set out in the SGSC Student Code of Conduct. Possible sanctions include, as applicable, warning, probation, loss of privileges, restitution, suspension or expulsion, and organizational restrictions, suspension, deactivation, or withdrawal of recognized status. Students and organizations are expected to cooperate with the investigation and adjudication process. Complete hazing investigation, adjudication, appeal, and sanction procedures are available in the SGSC Student Code of Conduct and on the College's Hazing Transparency and Max Gruver Report webpage at <https://www.sgsc.edu/about/hazing-transparency-report>. All investigations and outcomes are documented in accordance with applicable federal and state requirements.

Investigation Process for Faculty and Staff

Hazing allegations involving faculty or staff are referred to South Georgia State College Human Resources for the employment-related response and are addressed under applicable College and University System of Georgia employment policies and procedures. Human Resources may coordinate with appropriate administrative officials and, when warranted, SGSC Police, the Clery Compliance Coordinator, the Title IX Coordinator, or other College offices based on the nature of the reported conduct.

Upon receipt of a report involving a faculty or staff member, the College conducts an initial review to determine the appropriate investigative process and whether interim or other protective measures are necessary. The employee is provided notice of the allegations and a reasonable opportunity to respond. An authorized investigator may interview the employee and witnesses, review relevant documents and other evidence, and document findings in accordance with the applicable employment policy. The standard of evidence and resolution procedures are determined by the policy governing the matter. Where the applicable process uses the College's preponderance-of-the-evidence standard, responsibility is established when it is more likely than not that a policy violation occurred. The employee is notified in writing of the outcome and any disciplinary action, together with any grievance, appeal, review, or discretionary-review rights available under applicable College or Board of Regents policy.

Faculty and staff are expected to cooperate fully with authorized internal investigations in accordance with applicable University System of Georgia and College policies. Failure to cooperate may result in appropriate personnel action.

Possible disciplinary action for staff may include verbal warning, coaching, documentation of warning, unpaid suspension, demotion, and/or termination. Possible disciplinary action for faculty may include written reprimand, suspension with or without pay, demotion, or dismissal, as applicable and consistent with Board of Regents policy and the faculty member's employment status.

Retaliation

The College prohibits retaliation against anyone who, in good faith, reports suspected hazing, participates in a hazing investigation or proceeding, seeks emergency medical assistance for a hazing-related emergency, or provides information or testimony in a hazing matter. Retaliation includes harassment, intimidation, threats, exclusion from activities, academic penalties, or disciplinary action taken because of a person's involvement. Suspected retaliation should be reported through the same reporting channels identified above and will be promptly investigated.

Amnesty

Students who report hazing in good faith are eligible for amnesty for certain related violations, such as underage alcohol use, when they are a victim of or witness to the incident or when they seek emergency

medical assistance for a hazing-related emergency. Amnesty does not extend to individuals who planned, directed, or carried out the hazing.

Hazing Transparency and Max Gruver Report

The College maintains its public Hazing Transparency and Max Gruver Report at <https://www.sgsc.edu/about/hazing-transparency-report>. Consistent with the Stop Campus Hazing Act and the Max Gruver Act, the webpage communicates the College's hazing policies, reporting procedures, investigation and due process procedures, retaliation protections, prevention programming, and required findings disclosures.

Under Georgia's Max Gruver Act, the College updates the webpage within 15 calendar days after final adjudication of a qualifying hazing violation or public notice of a qualifying hazing-related criminal conviction. Under the federal Stop Campus Hazing Act, the College updates the Campus Hazing Transparency Report at least twice each year when a reportable finding of responsibility involving an established or recognized student organization has been issued; a federal update is not required for a reporting period in which no such finding has been issued. Federal disclosures identify the student organization involved; provide a general description of the violation, including whether it involved the abuse or illegal use of alcohol or drugs, the institution's findings, and any sanctions; and provide the dates on which the incident was alleged to have occurred, the investigation was initiated, the investigation ended with a finding that a hazing violation occurred, and the institution provided notice to the student organization. Required disclosures are maintained for at least five calendar years and exclude personally identifiable student information protected from disclosure by law.

The webpage is updated within 15 calendar days of a final hazing adjudication or public notice of a hazing-related criminal conviction. Required disclosures identify the organization involved and the four federally required dates: the date or dates on which the hazing incident occurred, the date the investigation was initiated, the date the investigation ended with a finding of responsibility, and the date the institution provided notice to the student or school organization that the incident resulted in a hazing violation. Disclosures also include a general description of the violation, including whether drugs or alcohol were involved, and the applicable findings, sanctions, adjudications, and convictions. The webpage identifies when no reportable incidents have occurred, retains required disclosures for at least five years, and excludes FERPA-protected information.

The hazing disclosures on the webpage and the hazing statistics in this report serve different purposes. The statistics in this report include hazing incidents reported to Campus Security Authorities or local law enforcement that occurred within the College's Clery geography, regardless of whether an investigation resulted in a finding of responsibility. The federal Campus Hazing Transparency Report concerns findings of responsibility involving student organizations established or recognized by the College and is not limited to Clery geography; the combined Hazing Transparency and Max Gruver Report also includes any additional disclosures required by Georgia law. As a result, the number of incidents reported in the two disclosures may differ.

The College also reviews the webpage at least twice each calendar year, independent of whether a new matter has reached final adjudication. The hazing disclosures on the webpage and the hazing statistics in this report serve different purposes. The statistics in this report include hazing incidents reported to Campus Security Authorities or local law enforcement that occurred within the College's Clery geography, regardless of whether an investigation resulted in a finding of responsibility. The public transparency report includes qualifying matters that reached final adjudication with a finding of

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responsibility and is not limited to Clery geography. As a result, the number of incidents reported in the two disclosures may differ.

Hazing Prevention and Awareness Programs

The College maintains a comprehensive, research-informed, campus-wide hazing prevention and education strategy for students, staff, and faculty. The strategy incorporates information about applicable local, state, Tribal, and federal law and emphasizes primary prevention, awareness, intervention, bystander-intervention skills, ethical leadership, and strategies for building group cohesion without hazing.

The prevention framework addresses the College's hazing policy, how to report suspected hazing, primary prevention intended to stop hazing before it occurs, safe bystander intervention, responsible leadership, and ways organizations can build belonging and group cohesion without hazing.

Applicable Law. Hazing is a criminal offense under Georgia law. O.C.G.A. § 16-5-61, the Max Gruver Act, makes it unlawful for any person to haze a student in connection with gaining or maintaining membership, office, or other status in a school organization. Hazing includes activities that endanger physical health or coerce the consumption of substances that create a risk of vomiting, intoxication, or unconsciousness, regardless of the student's willingness to participate. A violation is a misdemeanor of a high and aggravated nature and may result in criminal penalties in addition to College discipline. The full statutory text appears above under Georgia Law (Max Gruver Act). A review of the published codes for the City of Douglas, City of Waycross, Coffee County, and Ware County did not identify a separate local hazing ordinance applicable to SGSC; Georgia law therefore provides the applicable criminal hazing standard for the College's campuses.

No Tribal law applies to South Georgia State College for purposes of this hazing policy statement. Current programming. SGSC describes the following hazing prevention and education activities:

Program	Audience	Frequency	Responsible Office / Delivery
New Student Orientation hazing awareness	Incoming students	Each new-student orientation cycle	Student Affairs / Orientation
Vector Solutions anti-hazing instruction with SGSC-specific content	Students, staff, and faculty	Assigned through the College training cycle	SGSC / Vector Solutions
Bystander intervention programming	Residence hall communities / students	October and March	Resident Assistants / Residence Life
Population-specific anti-hazing training	Student-athletes, student organization officers, and members	During the academic year	Student Affairs / Athletics / Student Organizations
Campus Safety Awareness hazing prevention education	Campus community	Annually in the fall	SGSC Police / campus partners
Requested hazing education sessions	Student organizations, athletic teams, and residence hall communities	Available throughout the year	SGSC Police Department

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Additional prevention and educational resources are made available to the campus community through the Hazing Prevention Network, StopHazing, and the Clery Center.

Definitions in the Classification of Crime Statistics

How to read this section. The definitions below are the federal definitions used to classify and count Clery-reportable offenses. They should not be substituted for Georgia criminal-law definitions or for the standards applied in an institutional disciplinary proceeding unless the applicable policy expressly incorporates them.

This section defines the crimes that must be reported under the Clery Act.

Criminal offenses are defined for Clery Act reporting as provided in Appendix A to Subpart D of 34 C.F.R. Part 668. An incident meeting these definitions is considered a crime for Clery Act reporting.

When in doubt, report the crime to the police, and they will determine if it qualifies as a Clery crime based on the definitions.

Clery Act Geography

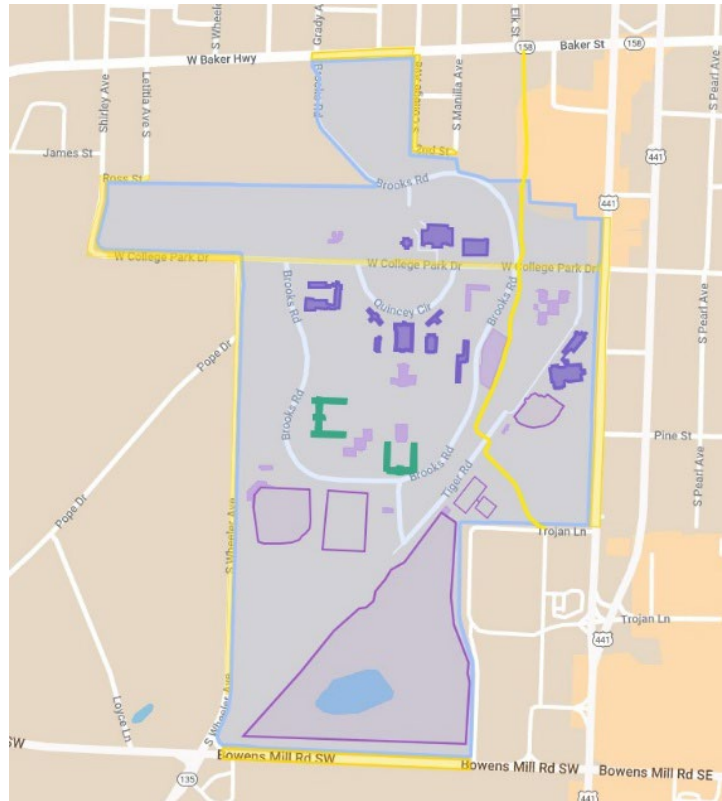
On-Campus: (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

On-campus student housing facility: A dormitory or other residential facility for students on campus, as defined in § 668.46(a). *Note: Statistics for College housing facilities are recorded and included in the all-on-campus and on-campus residential-only categories.*

Noncampus Building or Property: (i) Any building or property owned or controlled by a student organization that the institution officially recognizes; or (ii) any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by the students, and is not within the same reasonably contiguous geographic area of the institution. Residence halls located outside the campus boundaries are categorized as non-Campus.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, which is within the campus or immediately adjacent to and accessible from the campus. The crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

Douglas Campus Clery Geography



Waycross Campus Clery Geography



Hierarchy Crimes

Murder and Non-Negligent Manslaughter

The willful (non-negligent) killing of one human being by another. Includes any death caused by injuries received in a fight, argument, quarrel, assault, or the commission of a crime.

Manslaughter by Negligence

The killing of another person through gross negligence includes any death caused by the gross negligence of another.

Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape in Appendix A to Subpart D of 34 C.F.R. Part 668. Each of those four offenses is defined below.

- **Rape**
The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling**
The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest**
Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape**
Sexual intercourse with a person who is under the statutory age of consent.

Robbery

It is defined as taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault

It is an unlawful attack by one person upon another to inflict severe or aggravated bodily injury. This type of assault is usually accompanied by using a weapon or by means likely to produce death or great bodily harm (It is not necessary that injury results from an aggravated assault when a gun, knife, or other weapon is used, which could and probably would result in serious personal injury if the crime were completed.).

Burglary

The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of those above.

Motor Vehicle Theft

Theft or attempted theft of a motor vehicle (Classifies as motor vehicle theft in all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later

abandoned, including joyriding.).

Arson

Willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, or aircraft, personal property of another, etc.

Hate Crimes

A criminal offense manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

For the Clery Act, categories of bias are limited to race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability. In addition to the crimes defined above, the following crimes, when motivated by bias, must be reported as hate crimes:

- **Larceny-Theft (Except Motor Vehicle Theft)**
 - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.
- **Simple Assault**
 - An unlawful physical attack by one person upon another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation**
 - To unlawfully place another person in reasonable fear of bodily harm through threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property**
 - To destroy willfully or maliciously, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

VAWA Offenses

- **Dating Violence**
 - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

- **Domestic Violence**

- A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **Stalking**

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or to suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker, directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

The fourth category of crime statistics that institutions must disclose is the number of arrests and the number of persons referred to disciplinary action for the following law violations:

- **Liquor Law Violations**

- The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

- **Drug Abuse Violations**

- The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for state and local law violations, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

- **Weapons: Carrying, Possessing, Etc.**

- The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

- **Referred for campus disciplinary action (Liquor Laws, Drugs, and Weapons Violations)**

- The referral of any person to any campus official who initiates a disciplinary action of which a record is kept, and which may result in the imposition of a sanction.

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Under this section, an arrest is any time in which a person is charged and arrested, placed into custody and released without charges, juveniles taken into custody or arrested but released, and any issue of a summons or citation instead of an actual arrest or charges of weapons, drug abuse, or liquor law violations.

Disciplinary action is the referral of any person to any official who initiates a disciplinary action of which a record is established, and which may result in the imposition of a sanction.

Hazing

- **Hazing (federal definition - governs the statistics in this report)**

- *“Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that- (I) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and (II) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including- (aa) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone’s body, or similar activity; (bb) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity; (cc) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances; (dd) causing, coercing, or otherwise inducing another person to perform sexual acts; (ee) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct; (ff) any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and (gg) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.”*

Source: 20 U.S.C. § 1092(f)(6)(A)(vi)

- **Student organization (federal definition)**

- *“An organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.”*

Source: 20 U.S.C. § 1092(f)(6)(A)(vii)

Institutional definition (governs conduct proceedings)

For student conduct and employee disciplinary proceedings, and for the College’s public hazing disclosure, SGSC applies a broader institutional definition that meets or exceeds both the Stop Campus Hazing Act and the Max Gruver Act. It extends to any other condition or precondition connected to a student or school organization, to organizations whether or not recognized by the College, and to school organizations as defined by Georgia law. The full text appears in the Student Code of Conduct. This institutional definition does not govern the statistics in this report.

Off-Campus Criminal Activity

Through coordination with local law enforcement agencies, criminal activity occurring off-campus involving SGSC students is monitored and reported to the SGSC Police Department. Criminal activity off campus will result in a referral to the Office of Student Conduct.

Clery Crime Statistics

In collaboration with the Clery Compliance Committee, the Clery Compliance Coordinator prepares this annual report to comply with the Jeanne Clery Campus Safety Act (Clery Act). The statistics are compiled using the federal crime definitions in Appendix A to Subpart D of 34 C.F.R. Part 668 and the applicable Clery Act counting and geography requirements.

All statistics are gathered, compiled, and reported to the college community via this report. Some crime victims may prefer to report incidents to someone other than the police. The College makes reasonable efforts to identify Clery-reportable crimes reported to SGSC Police, Campus Security Authorities, and local law-enforcement agencies so that the statistics are complete and accurate. SGSC presents a three-year report of Clery-reportable crimes organized by campus location.



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South Georgia State College | Crime Statistics | DOUGLAS CAMPUS

Offense Type	Year	Residential Facilities	On Campus – Other	On Campus – Total	Public Property	Non-Campus Bldg. or Property
Murder/ Non-Negligent Manslaughter	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Manslaughter by Negligence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Fondling	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	1	0	1	0	0
Incest	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Motor Vehicle Theft	2025	0	0	0	0	0
	2024	0	1	1	0	0
	2023	0	3	3	0	0
Arson	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Domestic Violence	2025	0	1	1	0	0
	2024	0	0	0	0	0
	2023	1	0	1	1	0
Dating Violence	2025	0	0	0	0	0
	2024	0	1	1	0	0
	2023	0	0	0	0	0
Stalking	2025	0	0	0	0	0
	2024	1	0	1	0	0
	2023	0	0	0	0	0
Hazing	2025	0	0	0	0	0
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

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Note on hazing statistics: Institutions were first required to collect hazing statistics under the Stop Campus Hazing Act beginning January 1, 2025. Calendar years 2023 and 2024 therefore predate the collection requirement and are shown as not applicable. The College will report three years of hazing statistics beginning with the 2028 Annual Security and Fire Safety Report. Hazing statistics are compiled per single hazing incident rather than per individual act when time and place intervals are insignificant, and the federal definition of hazing in 20 U.S.C. § 1092(f)(6)(A) is used for counting purposes.

South Georgia State College | Crime Statistics | WAYCROSS CAMPUS

Offense Type	Year	Residential Facilities	On Campus – Other	On Campus – Total	Public Property	Non-Campus Bldg. or Property
Murder/Non-Negligent Manslaughter	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Manslaughter by Negligence	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Rape	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Fondling	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Incest	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Statutory Rape	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Robbery	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Aggravated Assault	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Burglary	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Motor Vehicle Theft	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Arson	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Domestic Violence	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Dating Violence	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0

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Offense Type	Year	Residential Facilities	On Campus – Other	On Campus – Total	Public Property	Non-Campus Bldg. or Property
Stalking	2025	N/A	0	0	0	0
	2024	N/A	0	0	0	0
	2023	N/A	0	0	0	0
Hazing	2025	0	0	0	0	0
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

Note: Residential Facilities are a subset of On Campus – Total. On Campus – Other excludes Residential Facilities. The Waycross Campus does not have on-campus housing for students. SGSC has no noncampus buildings or property.

Unfounded Crimes

- In 2025, South Georgia State College had 1 unfounded crime.
- In 2024, South Georgia State College had 0 unfounded crimes.
- In 2023, South Georgia State College had 0 unfounded crimes.

Hate Crime Offenses

- In 2025, no Hate Crime Offenses were reported within SGSC's Clery geography.
- In 2024, no Hate Crime Offenses were reported within SGSC's Clery geography.
- In 2023, no Hate Crime Offenses were reported within SGSC's Clery geography.

South Georgia State College | Arrests & Referrals for Disciplinary Referrals

Douglas Campus

	On-Campus			Residential Facilities			Public Property		
	2025	2024	2023	2025	2024	2023	2025	2024	2023
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	4	12	20	4	12	20	0	0	0
Drug Arrests	0	2	4	0	2	3	0	0	0
Drug Violation Referrals	2	14	9	1	14	9	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	1	0	1	1	0	1	0	0	0

Waycross Campus

	On-Campus			Residential Facilities			Public Property		
	2025	2024	2023	2025	2024	2023	2025	2024	2023
Liquor Law Arrests	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Referrals	0	0	0	N/A	N/A	N/A	0	0	0
Drug Arrests	0	0	0	N/A	N/A	N/A	0	0	0
Drug Violation Referrals	0	0	0	N/A	N/A	N/A	0	0	0
Weapons Law Arrests	0	0	0	N/A	N/A	N/A	0	0	0
Weapons Law Referrals	0	0	0	N/A	N/A	N/A	0	0	0

Note: The Waycross Campus does not have on-campus housing for students. SGSC has no noncampus buildings or property; therefore, no separate noncampus arrests/referrals column is presented.

2026 Annual Fire Safety Report

Fire Safety Disclosure for On-Campus Student Housing

The annual fire safety report is made available as part of SGSC's commitment to safety and security on campus and in compliance with the Higher Education Opportunity Act of 2008. This report contains information about fire safety practices and is prepared in cooperation with Residence Life and Facilities. The Fire Safety Report will be published as part of the Annual Security and Fire Safety Report.

Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act:

On-Campus Student Housing – Any student housing facility owned or controlled by the institution or located on property that is owned or controlled by the institution and within a reasonably contiguous geographical area that makes up the campus.

Fire – Any instance of an open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner; i.e., trash-can fire, grease fire, gas stove fire, etc.

Fire drill – This is a supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury – Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term 'person' may include students, employees, visitors, firefighters, or any other individuals.

Fire-related death – Any instance in which a person (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of the fire.

Fire safety system – Any mechanism or system related to detecting a fire, the warning resulting from a fire, or controlling a fire. This may include sprinkler systems or other fire extinguishing systems, Fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and Fire doors and walls that reduce the spread of a fire.

Value of Property Damage – The estimated value of the loss of the structure and contents in terms of the cost of replacement in kind and quantity. This estimate should include contents damaged by fire and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Reporting a Fire

Report smoke or fire immediately by dialing 911. SGSC police will respond, and fire and/or emergency personnel will be notified as the situation dictates. Additionally, the Residence Life Specialist should be notified by phone at 912.260.4467.

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Mandatory Supervised Fire Drills

In calendar year 2025, the Department of Residence Life and Housing, in collaboration with the Police Department and assigned building personnel, conducted a series of supervised fire drills in campus residence halls to enhance safety preparedness and emergency response capabilities. These exercises, which include both announced and unannounced drills, are designed to familiarize students, faculty, and staff with emergency procedures and individual roles. For Tiger Village I, fire drills were held on March 6 (announced), April 3 (unannounced), September 17 (announced), and September 24 (unannounced). Similarly, Tiger Village II conducted drills on March 6 (announced), April 3 (unannounced), September 17 (announced), and September 24 (unannounced). The fire-safety systems table below therefore reports four supervised fire drills for each occupied Tiger Village residence hall in 2025.

Fire Safety Education and Training Programming

SGSC continually evaluates fire safety and plans to improve safety efforts by meeting and exceeding minimal fire safety standards. (i.e., networking of alarm systems)

Desk and Resident Assistants receive annual fire safety training from Residence Life staff. Students living in Campus Housing review fire safety policies during New Student Orientation. Housing presentations are addressed by the Resident Assistant (RA) at their first-floor meeting of the year.

Fire Incident Log

The Residence Life and Housing Specialist maintains the fire incident log and drill reports. The reports are available for public review during normal business hours.

Smoking

Smoking, including hookahs and other smoking paraphernalia, is prohibited on all University System of Georgia campuses, including SGSC.

Future Improvements in Fire Safety

The physical plant will directly monitor all fire alarm systems in the traditional residence halls.

Reported Fires by Building for SGSC Residence Halls

100 West College Drive, Douglas, Georgia

2025 Fire Summary

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries	Deaths	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0	0	0	0	0
Tiger Village II	0	0	0	0	0

2024 Fire Summary

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries	Deaths	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0	0	0	0	0
Tiger Village II	0	0	0	0	0

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2023 Fire Summary

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries	Deaths	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0	0	0	0	0
Tiger Village II	0	0	0	0	0

SGSC Residential Housing Fire Safety Systems

The following table summarizes the fire safety systems and fire-prevention features in South Georgia State College residential facilities on the Douglas Campus.

Residential Facility	Sprinkler System	Fire Alarm System	Smoke Detectors (No.)	Pull Stations (No.)	Fire Extinguishers (No.)	Evacuation Routes Posted (No.)	Fire Doors (No.)	Fire Drills (2025)
Tiger Village I	Yes	1 Connected System	389	17	23	97	12	4
Tiger Village II	Yes	1 Connected System	519	22	23	147	12	4

NOTE: Shannon Hall and Floyd Hall were included in previous editions of the Annual Fire Safety Report. Neither facility housed students during calendar years 2023, 2024, or 2025, and neither was part of the College's on-campus student housing inventory during those years. Accordingly, because the fire safety reporting requirements of 34 CFR 668.49 apply to on-campus student housing facilities, Shannon Hall and Floyd Hall are not included in the residential fire safety systems table for the current reporting period.

Policies for Electrical Appliances, Open Flames & Smoking

The Department of Residence Life and Housing has established policies governing electrical appliances, open flames, and other items in the residence halls. Residents may use only appliances and items permitted by College housing policies. Appliances with exposed heating elements or open flames are prohibited unless specifically identified as permitted below.

Acceptable Appliances

- Appliances with closed coil elements
- Computers
- Fans
- Hairdryers
- Irons for clothing (with self-shut-off preferred)
- Lamps (excluding halogen lights and spider lamps)
- Mini refrigerator (no larger than 4.4 cu ft)
- Microwaves (up to 700-800 watts)
- Stereos and other audio equipment
- TVs and other visual equipment

Prohibited Appliances and Items

- Drugs or drug paraphernalia, alcohol, or alcohol paraphernalia
- Weapons, explosives, inflammables¹
- Electrical appliances or devices not specifically permitted by Residence Life, or any electrical item that creates a fire, electrical, or safety hazard
- Microwave ovens rated above 800 watts
- Refrigerators larger than 4.4 cubic feet
- Outside television/radio antennas or satellite dishes
- Waterbeds or water-filled furniture
- Neon signs, candles, incense burners, open-flame or coiled hot plates, or halogen torchier lamps.
- Objects once containing food or drink, such as empty alcohol bottles/cans, are used as decoration.
- Decorative items such as fishnets, parachutes, and other inflammable items.
- Air-conditioning units, heat lamps, or space heaters.
- Pets, unless approved as emotional support animals, are prohibited in or around the residence halls. This also applies to visiting pets.
- Large bulky items that require storage.
- Hoverboards, self-balancing scooters, battery-operated scooters, and hands-free Segways.

Residents may not possess or use electrical appliances or devices that are prohibited by Residence Life or that create a fire, electrical, or safety hazard.

Smoking and Tobacco Use

Smoking and tobacco use are prohibited in and around the residence halls in accordance with SGSC's tobacco-free campus policy. Students who violate this policy may be referred to Student Conduct for appropriate disciplinary action. Faculty and staff violations may be referred to Human Resources. Visitors who violate the policy may be asked to leave College property.

Weapons

Possession of firearms or other weapons on SGSC property is governed by applicable Georgia law and University System of Georgia and College policies. Nothing in this section is intended to prohibit conduct that is expressly permitted by applicable law.

Evacuation Procedures

Everyone must act swiftly when an emergency evacuation is ordered or alarms sound. Residents should immediately leave their suites, following the evacuation routes posted throughout the building. As you make your way out, housing staff will be on hand to guide the process and ensure everyone's safety. Remember to use the nearest exit and head directly to your building's designated rally point. There, you will gather for a headcount and receive further instructions. It is crucial to take these procedures seriously - those who delay their exit or fail to evacuate may face disciplinary consequences. Once the emergency is addressed, housing staff will coordinate a safe return to the building. By following these steps, we can ensure the safety of all residents during unexpected situations.

¹ USG policy prohibits possession of **guns** or any type of **deadly weapon**, except as permitted by Georgia law, on the campuses of South Georgia State College. College policy details how and when weapons may be carried on SGSC campuses in accordance with USG guidance and Georgia law.

Fire Safety

Fire Prevention

- Properly dispose of waste to reduce safety hazards.
- Avoid overloading outlets with multiple outlet cords or adapters.
- Keep walkways and stairwells free from obstruction.

Personal Safety Precautions

- Familiarize yourself with the location of fire extinguishers, fire exits, and alarm systems in your area and know how to use them.
- Stay low to avoid toxic smoke.
- Ask bystanders to help monitor windows, doorways, etc., for trapped individuals.

In the Event of a Fire

- For a minor, controllable fire, use a fire extinguisher to direct the charge at the base of the flames with a sweeping motion, ensuring a retreat path.
- If the fire is uncontrollable, activate the fire alarm. Call 911. Give detailed information about the location of the fire.
- Close all doors and windows to confine the fire and reduce oxygen when exiting. **DO NOT LOCK DOORS.**
- Walk on the right side of the hallway or stairwell to the exit. **DO NOT USE ELEVATORS!**
- Assist disabled persons in exiting the building.
- If your clothing catches fire, **STOP, DROP, and ROLL.**
- Keep fire doors (e.g., those leading to stairwells) closed to prevent the spread of fire and smoke.
- **DO NOT RETURN FOR VALUABLES!**
- Once outside, move to the designated assembly area, keeping streets, fire hydrants, and walkways clear for emergency vehicles.
- Do not return to the affected area unless instructed by the fire department.

Trapped in a Building During a Fire

- If a window is available, place an article of clothing (preferably white) outside the window as a marker for rescue crews. If no window is available, stay near the floor, where the air will be less toxic.
- Wet towels, sheets, or clothing and seal around the doorways.
- Cover your nose and mouth with a wet cloth to aid breathing.
- Call 911 to report your location. Shout at intervals to alert emergency crews. **DO NOT PANIC.**

Daily Fire Log

The Daily Fire log can be accessed on the [SGSC Clery Compliance web page](#). During normal business hours, the log is also available for review in Tiger Village II on the Douglas Campus. The log is maintained by the Residence Life and Housing Specialist and shared with the SGSC Police Department, as necessary, to update the College's Daily Crime and Fire Log.

If you discover evidence of a fire that has been extinguished and are unsure whether the SGSC Police Department has been notified, immediately contact the Department so the incident can be investigated and, when applicable, recorded in the fire log and included in the College's annual fire statistics.

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Resources

You may contact the following offices/departments for more information about the topics discussed in this Annual Security & Fire Safety Report:

DOUGLAS CAMPUS		
SGSC Police Department		
Emergency		911
Non-emergency		912.384.7675
Office		912.260.4401
Douglas Police Department (Off-Campus Incidents)		
Emergency		911
Nonemergency		912.384.7675
Douglas Fire Department		
Emergency		911
Nonemergency		912.384.4815
Coffee County Sheriff's Department (Off-Campus Incidents)		
Emergency		911
Nonemergency		912.384.7675
Coffee Regional Medical Center		912.384.1900
CRMC Walk-In Center		912.383.6966
Coffee County Health Department		855.473.4374
SGSC Counseling Services Telecounseling Services 24/7 (Uwill)		833.646.1526
SGSC Facilities		912.260.4383
WAYCROSS CAMPUS		
Waycross Police Department		
Emergency		911
Nonemergency		912.287.4335
Waycross Fire Department		
Emergency		911
Nonemergency		912.287.2937
Ware County Sheriff's Department		912.287.4326
Memorial Satilla Health Systems		912.283.3030
Ware County Health Department		855.473.4374
SGSC Counseling Services Telecounseling Services 24/7 Uwill)		833.646.1526
SGSC Facilities		912.449.7531
SGSC Title IX Coordinator		912.260.4375

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Maps

